

1. General EHR functionality
2. General Clinical Workflow Management
3. Physician Order Entry (including, e-prescribing)
4. Clinical Decision Support
5. Interoperability and HIE functionality

The system should allow for the automation of the patient health record to support improved quality of care, utilization review, resource allocation, clinical measures, and research. The proposed system should allow clinical users to define personalized formats for presentation of the captured medical record information. The system should support simultaneous user views and provide access to both local and remote information.

The Vendor should describe the capabilities that the medical records system provides for exporting data to PC-based database management and spreadsheet packages. The Vendor should explain the report and word processing capabilities that are included in the system.

In order to reduce the number of write-offs due to improper diagnosis coding, the system should screen ICD-9 codes and flag the user of all potential reimbursement issues related to inaccurate coding of the assessment. The Vendor should provide details on how the system's clinical documentation components provide the user with support for proper coding. Additionally, the Vendor should describe the system's ability to seamlessly integrate the electronic health record with the patient's billing record.

Documentation

The system should include the ability to manage clinical documents and notes for both behavioral health and medical treatment plans. It should have the ability to capture external clinical documents, and assist providers to determine health status and functional levels. The system should allow for documenting clinical reasoning and rationale. The Vendor should describe any 3rd-party support clinical tools within the system such as ICD-9 database, medications database, etc. and any associated costs.

Clinical Support and Management

The Vendor should describe tools and workflow management for clinical treatment and outcome management. Vendors should describe the degree to which the system supports voice recognition, optical scanners, pen tablets, bar code readers or other point of care technologies designed to support the efficient and accurate capture of clinical information. Vendors should include details about clinical documentation such as the system's standard assessments and treatment notes. The system should support standard care plans, guidelines and protocols and allow for the capture of variances.

The system should support clinical measure reporting, decision support which facilitates clinical problem solving, Update Clinical Decision Support System Guidelines. The system should manage diagnosis and medication lists. The system should manage client history and summarize the health record in a way that helps providers manage results.

Computerized Physician Order Entry (“CPOE”)/Medication Management

The Vendor should describe the Computerized Provider Order Entry (CPOE) components including those that are interoperable with external systems such as those used by contracted providers using industry standards. The system should manage Order Sets and Allergy and Adverse Reaction Lists. The system should support prescription writing, transcription support, and pharmacy communications.

Wellness and Prevention Management

The Vendor should describe the components to address consumer wellness and prevention. The system should present alerts and notifications for disease management and wellness and preventive services. The Vendor should identify case management and disease registry tools. The Vendor should describe any ability to generate patient teaching instructions.

Quality Assurance Efforts

The Vendor should describe ways that the system can tie and report financial measures to clinical outcomes. The system should support automation of cost measuring to quality assurance management.

Interoperability

The Vendor should describe the ability for health record output and interoperability with other health information systems. The system should manage client history, inter-provider communications, laboratory data, medications, clinical documentation and chronic disease management/ documentation.

Personal Health Record

The Vendor should describe the system’s ability to provide the consumer or eligible caregiver access to the electronic health record. The Vendor should describe the system’s ability to manage client history, manage consents and authorizations, medications, clinical documentation, chronic disease management and patient documentation.

4.2 Department Specific Requirements

4.2.1 Inpatient Requirements

The focus on HIT implementation in behavioral health should concentrate on improvement of clinical service delivery as well as administrative efficiency. The Vendor should describe components noted in Section 4.1.5 and how they address the clinical and workflow requirements for a county Inpatient Psychiatric Hospital including both mental health and substance abuse services. The Vendor should describe how the system can meet the functionality requirements that are supported by National Association of Psychiatric Health Systems (“NAPHS”) including:

Personal Health Record Portability

A model for personal health record portability in behavioral health must be included in the overall electronic health record planning at the federal and state levels. The system should preserve data that was produced in response to a specific request, or be able to recreate it reliably.

Master Treatment Plan Function

Improvements in clinical care will evolve with the sharing of necessary health information among providers within organizations. The system's treatment planning functionality should include the capability to measure outcomes and allow for the ability to collect both structured data as well as free text. A master treatment plan must serve the interdisciplinary treatment team of providers caring for the patient and allow for the coordination of patient care.

Multiple Digital Signatures

Because there is an interdisciplinary team that signs off on the patient's treatment plan in behavioral health, not just the physician; therefore, the system should allow multiple clinicians to digitally sign treatment plans and clinical records.

4.2.2 Outpatient Requirements

The Vendor should describe components noted in Sections 4.1.5 and how they address the clinical and workflow requirements for county Outpatient services including mental health, substance abuse and case management services.

The Vendor should describe how the system can meet the functionality requirements that are supported by National Association of Psychiatric Health Systems ("NAPHS") including:

Personal Health Record Portability

A model for personal health record portability in behavioral health must be included in the overall electronic health record planning at the federal and state levels. The system should preserve data that was produced in response to a specific request, or be able to recreate it reliably.

Master Treatment Plan Function

Improvements in clinical care will evolve with the sharing of necessary health information among providers within organizations. The system's treatment planning functionality should include the capability to measure outcomes and allow for the ability to collect both structured data as well as free text. A master treatment plan must serve the interdisciplinary treatment team of providers caring for the patient and allow for the coordination of patient care.

Multiple Digital Signatures

Because there is an interdisciplinary team that signs off on the patient's treatment plan in behavioral health, not just the physician; therefore, the system should allow multiple clinicians to digitally sign treatment plans and clinical records.

Patient Scheduling

The Outpatient unit will require the system to provide for patient scheduling. The system should have the capability to manage waiting lists as well as to schedule patients for initial and follow-up visits. This scheduling capability must include the flexibility to change patient and provider schedules and to allow for varying lengths of time for different types of appointments. A designated scheduling supervisor must be able to create, change, and delete types of appointments.

The scheduling system should be capable of displaying all providers appropriate to a particular type of visit or a panel of providers that have schedule slots open or blocked out as unavailable in a user specified timeframe. It must provide for the schedules of multiple clinicians and be able to print appointment, patient demographic, and account status information on clinic encounter forms. The system must accommodate both clinic visits as well as home visits done by case managers. The system must accommodate notes that can be printed for the provider's benefit describing the patient's problem and any pertinent information obtained from or given to the patient when making the appointment. All scheduling information should be retrievable and reportable based on a series of user-entered search/selection criteria. The system should be able to produce weekly and monthly reports showing patients scheduled and grouped by provider or provider team. The Vendor should detail any scheduling dashboards which will enable the scheduling team to easily manage the scheduling workflow.

The system should be able to produce user-defined labels for special or infrequently used forms as well as referrals for diagnostic testing, x-rays and other outside resources. To facilitate patient follow-up, the system should maintain useful contact information for patients who miss scheduled clinic visits, cancel their appointments, or have their appointments cancelled by clinic staff. The system should track patients that habitually miss, cancel, or change their scheduled appointments.

The Vendor should discuss how the scheduling system could be integrated with the clinic's automated appointment reminder system within the county's AS/400 system. The Vendor should provide details on how the system could integrate clinic and case management scheduling data for payroll purposes, to include service details and mileage or other travel expenses.

Patient Case Management

The clinic's Case Managers and other staff require an automated system that supports monitoring and tracking patient care activities and follows patients requiring further support. In addition to the scheduling features listed previously, the system must provide patient case management assistance, such as missed referral reports, canceled appointments, missed appointments and compliance reports. This may be accomplished through medical records modules in the system or via a separate case management component. The system must provide measures that support quality assurance auditing against established protocols for mental health care delivery. The case management system should support development and tracking of treatment plans for behavioral/medical programs.

Telemedicine Integration

The Vendor should describe any system integration with Telemedicine devices. The Outpatient clinic has been certified for Telehealth services as required by Wisconsin regulations. Currently, the program has not been fully developed and is on hold. The clinic would like to implement the program soon.

4.2.3 Nursing Home Requirements

The Vendor should describe components noted in Section 4.1.5 and how they address the clinical and workflow requirements for long term care services.

The Vendor should provide details about MDS management along with how the system can meet requirements defined in the LTC-NH EHR-S Functional Profile Workgroup (<http://aspe.hhs.gov/daltcp/reports/2008/LNEHRSFP1.htm>) sponsored and facilitated by:

- U.S. Department of Health and Human Services (HHS), Office of the Assistant Secretary for Planning and Evaluation (ASPE);
- American Association of Homes and Services for the Aging/Center for Aging Services Technology (AAHSA/CAST);
- American Health Care Association/National Centers for Assisted Living (AHCA/NCAL);
- American Health Information Management Association (AHIMA); and
- National Association for the Support of Long Term Care (NASL).

4.2.4 Lab Information System

The Vendor should describe how the Lab Information System (“LIS”) system can offer the CTC lab access to consolidated and cumulative patient reports, extensive quality assurance functions, and management tools for workload, cost accounting, and resource utilization. The system should allow for on-line data capture for leading makers of instrumentation, fast access to accurate information, flagging of problems and an automatic audit trail of all changes and activities.

Patient Setup and Test Orders

The Vendor should describe how new patients can be entered into the system quickly and easily. The Vendor should describe whether the system has an import option for the automated population of patient demographics and insurance information from an EMR system (and any associated costs for the interface).

In order to reduce the number of write-offs due to improper diagnosis coding, the system should screen ICD-9 codes along with testing frequency and flag all potential reimbursement issues. If a problem is identified, the system should generate an ABN (advance beneficiary notice). The system should assign the appropriate modifiers if the ABN is signed or not and should apply rules-based logic to determine whether to add or suppress billing/CPT codes to reflect the testing performed. The Vendor should describe the system’s ability to seamlessly integrate with the patient’s billing record.

Laboratory Data Management

The system should have the ability to accommodate diverse testing protocols: batch, routine, time-based, event-based, calendar and ad hoc. The Vendor should describe the system’s ability for barcode scanning to generate sample labels and receive samples in a rapid error-free manner. The Vendor should describe the management of outside lab workflow via a Reference lab interface.

The Vendor should describe the management and workflow of work assignments within the lab. The system should provide the Lab Manager the ability to quickly access lab work orders and prioritize tests based on test type, analyst and other scheduling considerations. The system

should provide the Manager with the ability to quickly access productivity and utilization information in real time in order.

The Vendor should describe the system's ability to data capture from multiple instruments or systems. The system should be rule-based, with decision-making tools that should lead the analyst through the required workflows and automatically prompt the analyst to record the necessary data during each step of preparation and testing. When all results have been entered and approval is required, the system should alert the appropriate personnel to review and approve pending results. The system's interfaces with lab instruments should automatically posts results and alerts to any critical values.

The system should allow for interpretive or descriptive information required for a specific test to be entered and printed with each result report. Laboratory-specific business rules should determine what electronic signatures are required before final release. The system should allow for reports to be sent to a workstation screen, routed to a network printer, sent via fax or e-mail, or the patient's EMR. The system should have the ability to provide cumulative patient report for multiple lab results.

Quality Control

The Vendor should describe how CTC can improve their QC measures and inspection process. The system should allow for improved QC documentation process and reporting. The Vendor should describe any built-in calculations (including QC calculations) along with ability to determine bias, precision, accuracy, sensitivity and any other pre-determined parameters. The Vendor should describe any system validations and alerts based on QC requirements and ability to automate "reflex testing" or retesting. Additionally, the Vendor should describe how the system is updated to be in accordance with current industry recommendations and best practices, including;

- Compliance with current Good Laboratory Practice ("GLP") requirements.
- Compliance with 21 CFR Part 11, the United States Code of Federal Regulations 21 Part 11 ("21 CFR Part 11") concerning electronic signatures as administered by the United States Food and Drug Administration ("FDA").

Westguard Rules for Quality Control measures

5 PROPOSAL DEVELOPMENT AND SUBMISSION

The evaluation and selection of a vendor will be based on the information provided in the vendor's proposal, reference queries and any required oral presentations. Failure to respond to each of the requirements in the RFP may result in the rejection of the proposal.

5.1 *Proposal Clarification*

All questions related to this RFP must be in writing and received by the Brown County Purchasing Department no later than 4:00 p.m. local time, October 6, 2009 via e-mail to bc_administration_purchasing@co.brown.wi.us. Clearly mark the e-mail: "Questions for EMR/Lab/Patient Accounting System, Project 1375". Phone call and faxed questions will not be accepted.

Answers to all written questions will be answered in the form of an addendum and entered on the Brown County website (<http://www.co.brown.wi.us/administration/Purchasing/Index.html> Bids/RFP) On October 9, 2009 no later than 4:00 p.m. local time. It is the responsibility of all interested vendors to access the website for this information. Calls for assistance with the website can be made to (920) 448-4039. Vendors are prohibited from contacting any other Brown County staff member regarding this RFP during the RFP process.

5.2 Proprietary Information

All restrictions on the use of data contained within a proposal and all confidential information must be clearly identified in the proposal. Proprietary information submitted in a proposal will be handled in accordance with applicable Wisconsin State Statutes. No vendor will be provided with financial and/or competitive vendor information on this proposal until after the award of contract has been made. To the extent possible, it is the intention of Brown County to withhold the contents of the proposal from public view until such times as competitive or bargaining reasons no longer require non-disclosure in the opinion of Brown County. At that time, all proposals will be available for review in accordance with the Wisconsin Open Records Law. Brown County shall not be held liable for any claims arising from disclosure required under the Wisconsin Open Records Law.

5.3 Proposal Requirements

Proposals are to be prepared on 8-1/2" x 11" paper printed on one side only. Elaborate brochures or other presentations beyond that sufficient to present a complete and effective proposal are not required. Please check to see that all required information is included and that the proposal is submitted according to the directions provided.

Each and every deviation or exception to the specifications contained in this RFP shall be clearly identified by a detailed statement with reference to the specific section(s) and specification(s) involved. To facilitate the evaluation process, vendors are encouraged to organize the proposal into distinctive sections that correspond to the project scope.

5.4 Proposal Submission

All proposals are due to Brown County Purchasing, no later than 4:00 p.m. local time on **October 22, 2009**. Submittals must be in a sealed envelope/box marked "Mental Health Center Electronic Records Vendor Project 1375". **Attachment C – Cost Proposal shall be submitted in a separate, clearly marked sealed envelope.** Proposals will **not** be opened publicly. **No proposal may be faxed or e-mailed.** The outside of each package submitted should also provide the proposer's name and address. One (1) clearly marked original and seven (7) exact clearly marked copies of the proposal shall be submitted in a **sealed envelope/box** and one (1) original of Attachment C – Cost Proposal in a **separate, sealed envelope**.

Proposals must be stamped in by the above due date and time per the electronic time stamp located in the Purchasing Department. Proposals not stamped by the above due date and time

will be rejected. Those wishing to submit proposals are encouraged to verify the time on the receiving stamp as this is the official time used for accepting all proposals. Time discrepancies between wall clocks, watches, cell phones, etc. will not be honored. The official time stamp is the only time that will be used.

Delivery Address for Hand Delivery, UPS, DHL, Fed X, etc.:
Brown County Purchasing
305 E. Walnut St. 5th Floor
Green Bay, WI 54301

Delivery Address for USPS:
Brown County Purchasing
PO Box 23600
Green Bay, WI 54305-3600

Any proposal received after the deadline, or not properly or clearly marked, will be rejected. Oral, telephone, electronically mailed or facsimile machine proposals are invalid and will not be accepted. Information requested must be furnished completely in compliance with the instructions. The information requested and the manner of submission is essential to permit the evaluation of all proposals. Accordingly, the County may not consider any proposal in which material and information requested is not furnished or where indirect or incomplete information is provided.

In submitting a proposal, the contractor agrees that the proposal remains valid for ninety (90) calendar days after the closing date for submission of proposals and may be extended beyond that time by mutual agreement. All provisions of the offer being made, including financial guarantees and/or commission to be paid, shall be valid for a period of ninety (90) days from the date of the opening. Brown County is not liable for any costs incurred by vendors in replying to this RFP.

5.5 Proposal Selection and Award Process

Selection Committee

Vendor selection will be made by a committee appointed by the County. The committee will score each proposal based on the qualifications and proposed method of work as detailed below. After the proposals are scored, the Purchasing Department will open and score the cost proposals and add the cost scores to the overall scoring. Cost scores are determined using a weighted system based on all cost submissions to ensure an equitable score for all submissions. (formula used is (lowest submitted cost / vendors submitted cost) x point value)

Evaluation Criteria

The proposals will be evaluated upon the following criteria:

Scoring Criterion

Specifications	Percentage
1. Proposed Method of Performance	35
2. Qualifications of Vendor	35
3. Completeness of Response to RFP	10
4. Cost	20
Total Points	100

Proposed Method of Performance...35%

- Methods are clearly defined
- Demonstrates understanding of the County's needs
- Schedule is realistic and meets the County's deadlines
- Addresses strategies to improve acceptance among County staff
- OTHERS??

Qualifications of Vendor35%

- Experience with x information systems
- Experience with Wisconsin government, include counties
- Knowledge of governmental budgeting, accounting, procurement, and personnel requirements
- Experience in facilitating work groups with staff from various departments
- Demonstrated written communication skills
- Experience and qualification of key vendor staff members included in the proposal
- Positive references
- OTHERS??

Completeness of Response to RFP..10%

- Proposal meets all requirements specified in this RFP document

Cost.....20%

Finalists **may** be scheduled to appear before an interview panel to present their materials. Brown County reserves the right to meet with only a select group of candidates that best meet the requirements listed in this RFP. Those appearing for an interview shall be prepared to discuss their proposal. The committee may assign evaluation points to questions asked as part of the oral presentation.

Right to Accept/Reject Proposals

Brown County reserves the right to accept or reject any or all proposals, and to waive any technicality in any proposal submitted. We reserve the right to accept any part of a proposal deemed to be in the best interest of the County.

Right to Negotiate Terms

Brown County reserves the right to negotiate the terms of the contract, including the award amount, with the highest scoring vendor prior to entering into a contract. If contract negotiations cannot be concluded successfully with the highest scoring vendor, the County may negotiate with the next highest scoring vendor.

Standard Terms and Conditions

Deviations and Exceptions

Deviations and exceptions from terms, conditions, or specifications shall be described fully on the proposer's letterhead, signed and attached to the request. In the absence of such statement, the proposal shall be accepted as in strict compliance with all terms, conditions and specifications and the proposer shall be held liable.

Taxes

Brown County and all its agencies are exempt from payment of all federal excise and Wisconsin state and local sales taxes on its purchase except for Wisconsin excise tax as described below. Such taxes shall not be computed or quoted as part of the proposal.

Payment Terms and Invoices

Invoices are to be issued monthly with payment of Net 30 days from date and acceptance of invoice. Payments will be made monthly based on the proportion of hours expended to the total hours estimated for the project less a retention of 10% pending the completion of phase five. Invoices are to indicate the work completed for each phase and the hours completed for the phase being billed. All invoices shall be paid upon satisfactory progress as approved by the Project Manager. Invoices presented for payment must be submitted in accordance with instructions contained on the purchase order including reference to purchase order number and submittal to the correct address for processing. All information gathered and delivered to Brown County remains the property of Brown County and subject to Wisconsin Open Records Laws.

Entire Agreement

The written contract and/or order with referenced parts and attachments shall constitute the entire agreement and no other terms and conditions in any document, acceptance, or acknowledgment shall be effective or binding unless expressly agreed to in writing by the contracting authority.

Applicable Law

The resulting contract shall be governed under the laws of the State of Wisconsin, and venue for legal action between the parties shall be in Brown County Circuit Court. The vendor shall at all times comply with and observe all federal and state laws, local laws, ordinances and regulations which are in effect during the period of this contract and which in any manner affect the work or its conduct.

Antitrust Assignment

The contractor and the County recognize that in actual economic practice, overcharges resulting from antitrust violations are in fact usually borne by Brown County (purchaser).

Therefore, the contractor hereby assigns to Brown County any and all claims for such overcharges as to goods, materials or services purchased in connection with this contract.

Non-Discrimination

In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s.51.01(5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

Affirmative Action

Contractor will comply with the County's Equal Opportunity/Affirmative Action policy (available upon request).

Safety Requirements

All materials, equipment, and supplies provided to the County must comply fully with all safety requirements as set forth by the Wisconsin Department of Commerce and all applicable OSHA Standards.

Independent Contractor Status

The selected contractor shall function as an independent contractor and will be responsible for any federal or state taxes applicable to this contract and for complying with the requirements of all federal and state laws pertaining to income tax withholding, unemployment insurance and other insurance applicable and necessary for its employees. Employees of the contractor will not be eligible for any Federal Social Security, State Worker's Compensation, Unemployment Insurance or Retirement System benefits under this contract except for the benefits provided by the contractor.

Assignment Prohibited

The contractor shall **not** have the right or power to assign, subcontract, or transfer interest in the contract incorporating these specifications. The contractor is prohibited from subcontracting any services without obtaining advance written approval from the County's Human Services Director.

Entire Scope or Proposal

This written document constitutes the entire request for proposals, and all previous communications between the parties, whether oral or written, with reference to the subject matter of this proposal document are void and superseded.

Contract Modifications

During the term of the contract, the parties upon mutual agreement may adjust specific terms or provisions of the resulting contract where circumstances beyond the control of either party require adjustments. Any changes to the terms and provisions of the original contract must be made in writing, signed by the County's Human Services and by the appropriate contractor representative, and issued in the form of a contract addendum to the original contract.

Contract Termination

If during the term of this agreement, the Brown County Board of Supervisors shall fail to appropriate sufficient funds or approve necessary revenue amounts to carry out Brown County's financial obligations under this agreement, this agreement shall be terminated as of the date existing funds have been exhausted and no funds are available and such termination under this non-funding provision becomes effective immediately and without further notice of any kind to the Provider. The provisions of this article of the agreement control over any other provisions or terms set forth in other articles of this agreement.

In the event any provisions of this agreement are violated by either party, the other party shall serve written notice upon the breaching party setting forth the violations and demanding compliance with the agreement. Should the vendor breach any terms or provisions of the contract, the County shall provide written notice of neglect and unless within thirty (30) calendar days such neglect has ceased and arrangements made to correct the problem, the County may terminate the contract by giving thirty (30) days written notice, by registered or certified mail, of its intention to cancel the agreement.

Should the County breach any terms or provisions of this contract, the contractor shall serve written notice to the County setting forth the alleged breach and demanding compliance with the contract. Unless within thirty (30) calendar days after receiving such notice, the allegation shall be contested or such breach shall cease and arrangements made for corrections, the contractor may terminate the contract by giving thirty (30) days written notice, by registered or certified mail, of its intention to cancel this contract.

Breach of this agreement refers to negligence or failure to comply, either voluntarily or involuntarily, with the terms and conditions of this agreement. Negligence or failure under the terms of the agreement may include, but is not limited to: insufficient insurance coverage or failure to maintain the quality of service as outlined in these specifications. This may include any cessation or diminution of service including but not limited to failure to maintain adequate personnel, whether arising from labor disputes, or otherwise a substantial change in proprietorship or the contractor which in the opinion of the County is not in its best interest or failure to comply with the terms of the contract.

Disputes

Any dispute arising after award as to performance, quality and/or quantity shall be subject to arbitration as provided under Chapter 788 of the Wisconsin Statutes.

All disputes will be handled in Brown County Circuit Court. Brown County reserves the right to have claims, disputes, or other matters in question decided by litigation. If Brown County waives its right to litigation, then the arbitration provisions stated in the previous paragraph shall apply.

Licenses

The contractor shall be financially responsible for obtaining all permits, licenses, and bonding to comply with pertinent County regulations, and municipal, county, state and federal laws, and shall assume liability for all applicable taxes.

Excused Performance

If, because of riots, war, public emergency or calamity, fire, flood, earthquake, government restrictions, labor disturbance or strike, business operations at the County are interrupted or stopped, performance of this contract, with the exception of monies already due and owed, shall be suspended and excused to the extent commensurate with such interfering occurrence. The expiration date of this contract may be extended for a period of time equal to the time that such default in performance is excused.

Indemnification

The vendor shall indemnify, save, keep harmless and defend the County Board of Supervisors, its directors, officers, employees, guests and visitors against any and all loss, damage, injury, and liability claims and costs of whatsoever kind and nature resulting from injury to or death of any person or persons, and for loss or damage to any property (technical or otherwise) occurring in connection with, in any way incident to, or otherwise arising out of the occupancy, use, service, operations, or performance of work in connection with this contract, resulting in whole or part from the negligent acts or omissions of contractor, and the employees, agents, or representatives of contractor. Brown County does not waive, and specifically reserves, its right to assert any and all affirmative defenses and limitations of liability as specifically set forth in the Wisconsin Statutes, Chapter 893 and related statutes.

Proposal Information

No vendor will be provided with financial and/or competitive vendor information on this proposal until after the award of contract has been made. To the extent possible, it is the intention of Brown County to withhold the contents of the proposal from public view until such times as competitive or bargaining reasons no longer require non-disclosure, in the opinion of Brown County. At that time, all proposals will be available for review in accordance with the Wisconsin Open Records Law. Brown County shall not be held liable for any claims arising from disclosure required under the Wisconsin Open Records Law.

Financial Verification

Vendor verification prior to award: Vendor's financial solvency may be verified through financial background checks via Dun & Bradstreet or other means prior to contract award. Brown County reserves the right to reject proposals based on information obtained through these background checks if it's deemed to be in the best interest of the County.

5.6 Attachment A-Vendor Data Sheet

Project #1375
Vendor information:

Company Name: _____

Minority Business (Yes or No): _____

For statistical purposes only

Woman Owed Business (Yes or No): _____

For statistical purposes only

Contact/Project Manager: _____

Address: _____

City _____ State _____ Zip _____

Phone: _____ Fax: _____ E-mail: _____

Date: _____

5.7 Attachment B Reference Data Sheet

Project #1375

Provide a current list of comparable references for which your company is providing or has recently provided Consulting Services for similar projects both in scope and size as per Section 2.3. Include dates, a specific contact person, their title and telephone number.

The references provided should be for services provided from the office that would be servicing this contract.

Company Name:

Project:

Address:

Telephone: _____

Contact Person: _____

Company Name:

Project:

Address:

Telephone: _____

Contact Person: _____

Company Name:

Project:

Address:

Telephone: _____

Contact Person: _____

Company Name:

Project:

Address:

Telephone: _____

Contact Person: _____

Company Name:

Project:

Address:

Telephone: _____

Contact Person: _____

Company Name:

Project:

Address:

Telephone: _____

Contact Person: _____

5.8 Attachment C Cost Proposal Sheet

**Brown County
Project #1375**

Submitted by: Date submitted:

Title:

Signature:

Provide Overall Costs and estimated number of hours for each deliverable as identified in the Scope of Project

Phase 1: Cost \$ Est. Number of Hours

Deliverable – Provide MHC with possibilities for improved efficiency and accuracy of its patient and financial records system.

Phase 2: Cost \$ Est. Number of Hours

Deliverable – Provide written report suggesting preferred options for systems and the range of costs associated with those options.

Phase 3: Cost \$ Est. Number of Hours

Deliverable – Provide a written RFP for the selection of a comprehensive patient and financial electronic records system.

Phase 4: Cost \$ Est. Number of Hours

Deliverable – Provide written analysis of the vendor proposals in terms of their proven ability to meet each need of the MHC, costs, and support capacities for ongoing operations.

Phase 5: Cost \$ Est. Number of Hours

Deliverable – Provide written monthly reports detailing implementation progress of the vendor products.

Miscellaneous Fees:

Cost \$ Description

Total proposal Cost \$ Est. Hours

Attach any back-up documentation and your fee schedule for any additional work.

5.9 Attachment D -Appeals

Brown County

Project #1375

An appeal refers to a written request from a vendor for reconsideration of vendor selection on either a bid or proposal.

Appeals may be submitted for the following purchases:

- a) The item is a public work project bid under Section 55.52 (29) and 66.29 of the Wisconsin Statutes, or
- b) The item price is \$5000 or more or the total order is \$10,000 or more, and
- c) Vendor selection was based on factual errors, or
- d) The lowest price vendor was not selected, or
- e) Failure by the county or its agents to adhere to the county's policies and procedures or other legal requirements.

Appeals shall be submitted in writing and should specify the factual error or policy, procedure or other legal requirement which has been violated. Vendor appeals are to be submitted to the Internal Auditor within 72 hours of receipt of rejection letter. Appeals not containing the necessary information or not filed on a timely basis shall be rejected by the Internal Auditor.

If the Internal Auditor determines that an appeal is valid, an appeals hearing shall be convened. A decision on all appeals will be rendered within 5 working days of the date upon which the request for appeal was received. All decisions of the Appeals Committee or Executive Committee shall be final.

Submit to: Brown County Internal Auditor
P.O. Box 23600
Green Bay, WI. 54305-3600

5.10 Attachment E - Insurance Requirements

**Brown County
Project #1375**

Hold Harmless

Vendor hereby agrees to release, indemnify, defend and hold harmless Brown County, their officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney's fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, resulting from or arising out of the performance under this agreement by contractor, its officers, officials, employees, agent or assigns. Brown County does not waive, and specifically reserves, its right to assert any and all affirmative defenses and limitations of liability as specifically set forth in Wisconsin Statutes, Chapter 893 and related statutes.

Insurance Requirements

Vendor, Contractor, Tenant, Provider, Organization or other (will be referred as Outside Contractor) shall provide and maintain at its own expense during the term of their agreement, the

following insurance policies covering its operations hereunder are minimum requirements. Such insurance shall be provided on a primary basis by insurer(s) financially solvent and authorized to conduct business in the State of Wisconsin.

The Outside Contractor shall not commence work under this contract until all insurance required under this paragraph is obtained and such insurance has been approved by a County representative, nor shall any Outside Contractor allow subcontractors to commence work on their subcontract until all similar insurance requirements have been obtained and approved by a County representative. Notwithstanding any provisions of this section, and for purposes of this agreement, contractor acknowledges that its potential liability is not limited to the amounts of insurance coverage it maintains nor to the limits required herein.

(1) Worker's Compensation Insurance and Employers Liability.

State Statutory workers' compensation Limits Employer Liability, \$100,000 each accident.

(2) Comprehensive General Liability (Occurrence Form).

- Products and Completed Operations
- Personal Injury and Advertising Liability
- Independent Contractors/Protective

Limits of Insurance \$1,000,000 per occurrence

\$1,000,000 aggregate

(3) Business Automobile Liability. Business Automobile Liability covering all owned, hired, and non-owned vehicles. Limits of Insurance \$1,000,000 per occurrence for bodily injury and property damage.

(4) Excess/Umbrella Liability.

Limit of Insurance \$1,000,000 per occurrence

Additional Insured

The Outside Contractor agrees that the Comprehensive General Liability and Business Automobile Liability insurance policies shall be endorsed to name Brown County as additional insured's with respects to: liability arising out of activities performed by or on behalf of the vendor/contactor; products and completed operations of vendor/contactor; premises owned, occupied or used by vendor; or automobiles owned, leased, hired or borrowed by vendor. The coverage shall contain no special limitations on the scope of protection to the County.

Adjustments to Insurance Coverage

The limits of liability as set forth herein shall be periodically reviewed and adjustments made so as to provide insurance coverage in keeping with increases in the Consumer Price Index and what is deemed to be prudent and reasonable by the County or its representatives. In the event that the County determines that the limits need to be adjusted at sometime after the initial term of the contract, the County shall give notice to the contractor in writing of the new limits and the Contractor shall make such adjustments to its insurance coverage within 60 day of such notice.

Subcontractor

Subcontractors of the Outside Contractor shall also be in compliance with these requirements, including but not limited to, the submittal of a Certificate of Insurance that meet the same requirement outlined for the Outside Contractor.

Waiver of Subrogation

Insurers shall waive all subrogation rights against Brown County on all policies required under this requirement.

Cancellation Notice

Brown County will be given 30 days notice in advance of cancellation, non-renewal, or material change in coverage.

Proof of Insurance

A valid Certificate of Insurance shall be issued to "Brown County" prior to commencement of work and meeting the requirements listed to avoid any interruption of normal business services and transactions. Certificates must bear the signature of the insurer's authorized representative. The insurance certificate must be issued by companies licensed to do business in the State of Wisconsin or signed by an agent by the State of Wisconsin.

The certificates of insurance shall include a provision prohibiting cancellation of said policies except upon 30 days prior written notice to the County. The certificates of insurance shall include reference to the contract name or RFP number in the description section of the certificate.

The certificate of insurance will be delivered to Brown County prior to the execution of the contract.

Brown County
Department of Administration
P.O. Box 23600
305 E. Walnut Street
Green Bay, WI 54305-23600

Questions

If any of the insurance requirements cannot be met, please contact the Brown County Human Resource Risk Administration to explain what coverage's you are unable to obtain on your policy. Please provide information on what contracts you are bidding on or currently hired to work on.

Special considerations will be given if the required amounts cannot be met. This will only take place after an insurance waiver form is completed.

**** Brown County shall be named as an additional insured with respects to liability coverage's other than professional liability and will be given 30 days notice in advance of cancellation, non-renewal, or material change in coverage. A certificate of insurance evidencing such coverage's shall be placed on file with the County prior to commencement of work under this contract. ****

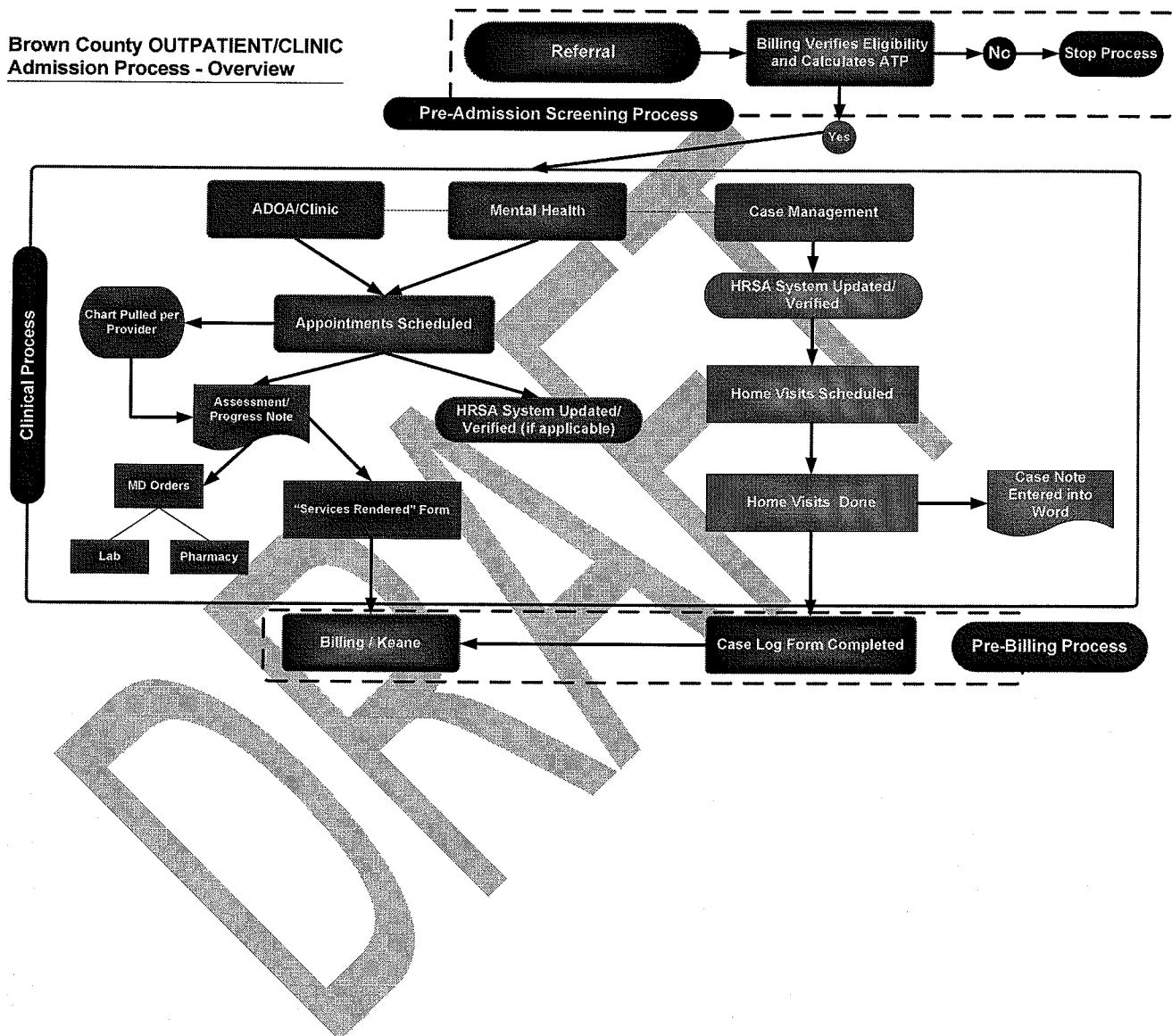
6 Appendix

6.1 CTC's Referral Sources

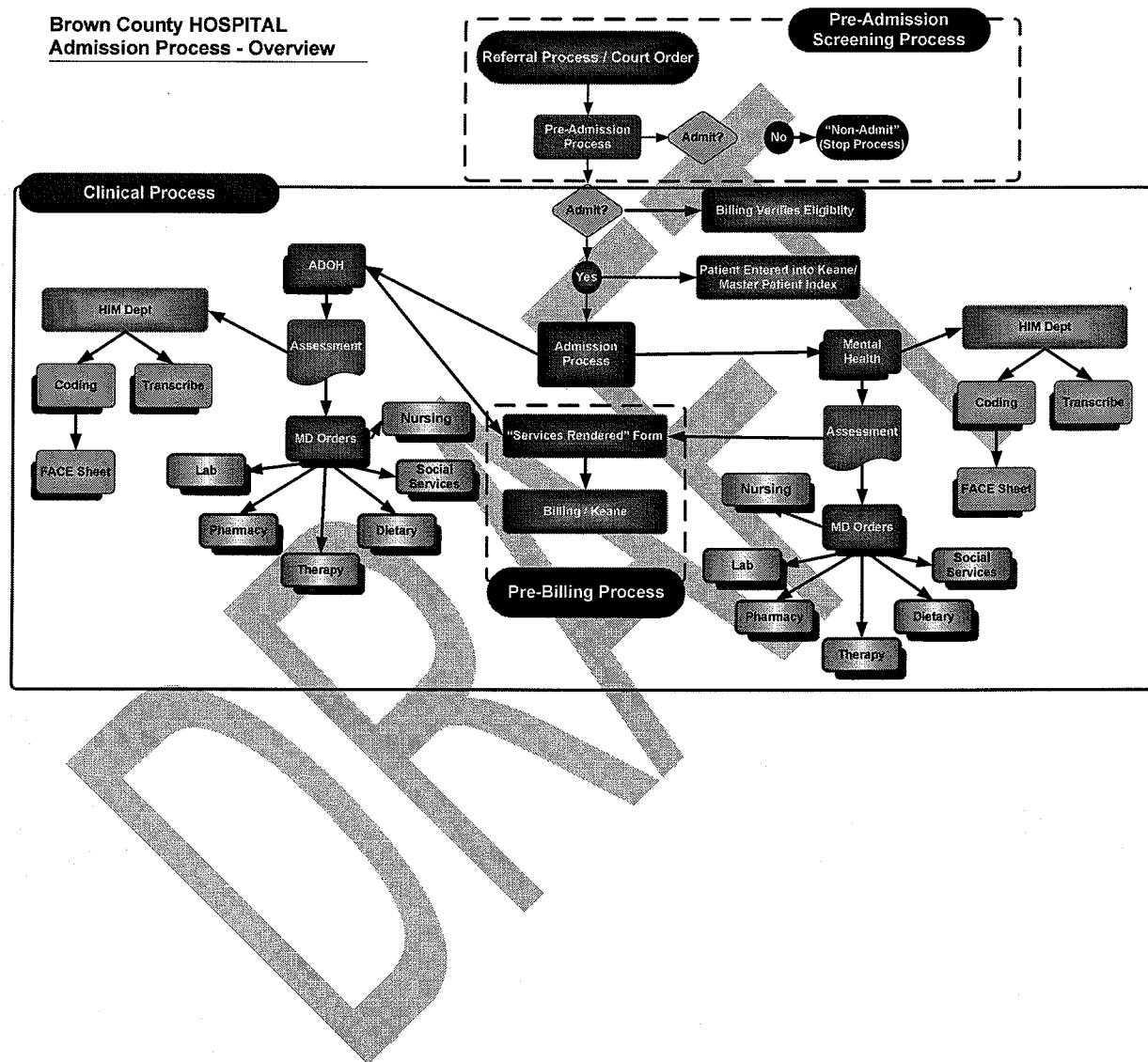
Facility Type	Facility Name	Location
Acute Hospital	St. Vincent's	Green Bay, WI
Acute Hospital	Bellin	Green Bay, WI
Acute Hospital	Aurora	Green Bay, WI
Acute Hospital	St. Mary's	Green Bay, WI
State Mental Hospital	Winnebago State Mental Hospital	Madison, WI
County Mental Hospital	Mendota County Mental Hospital	Madison, WI
County Crisis Centers	Brown County Crisis Centers	Green Bay, WI

6.2 Workflow of Current State

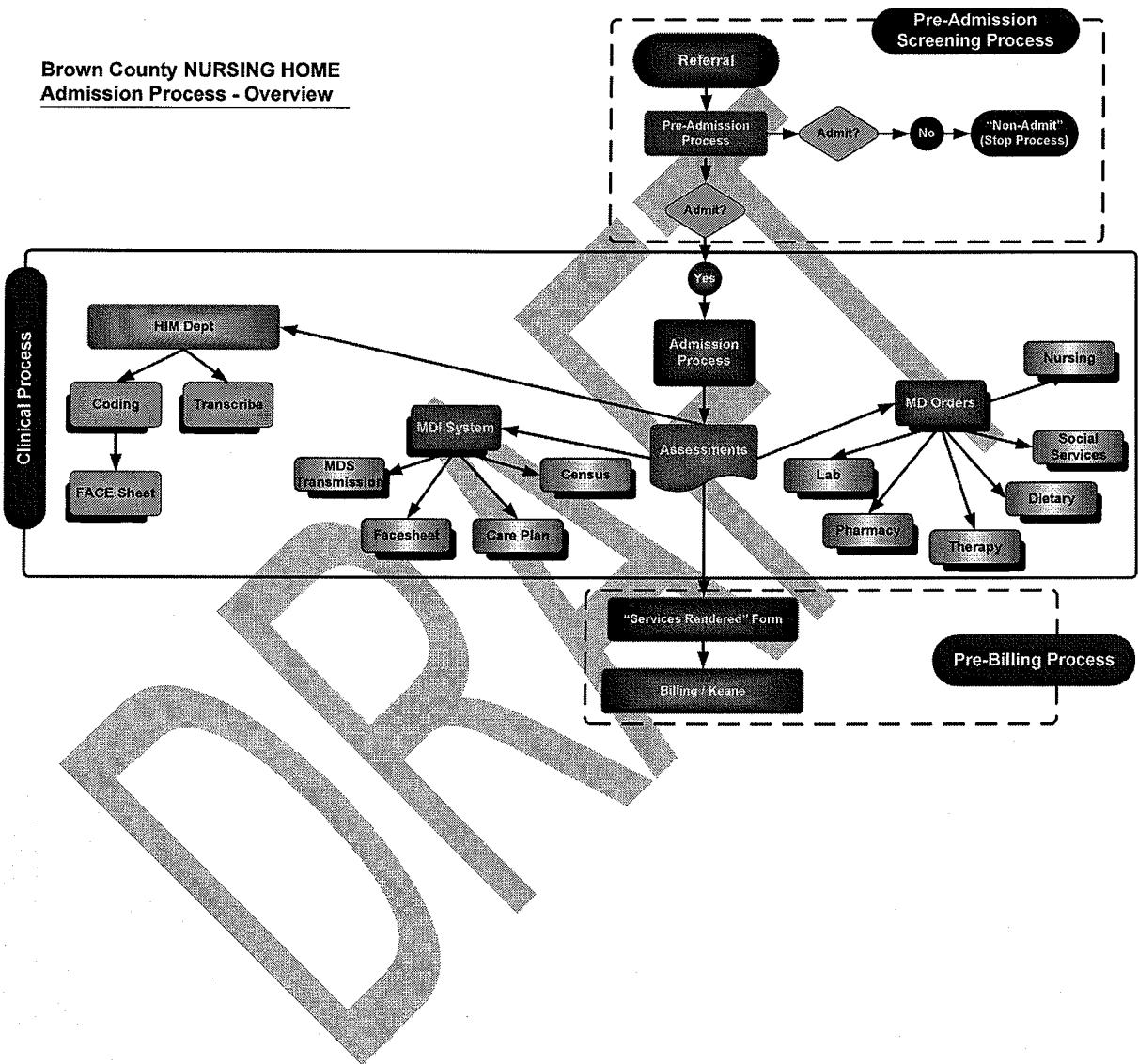
6.2.1 Outpatient Admission Process Overview



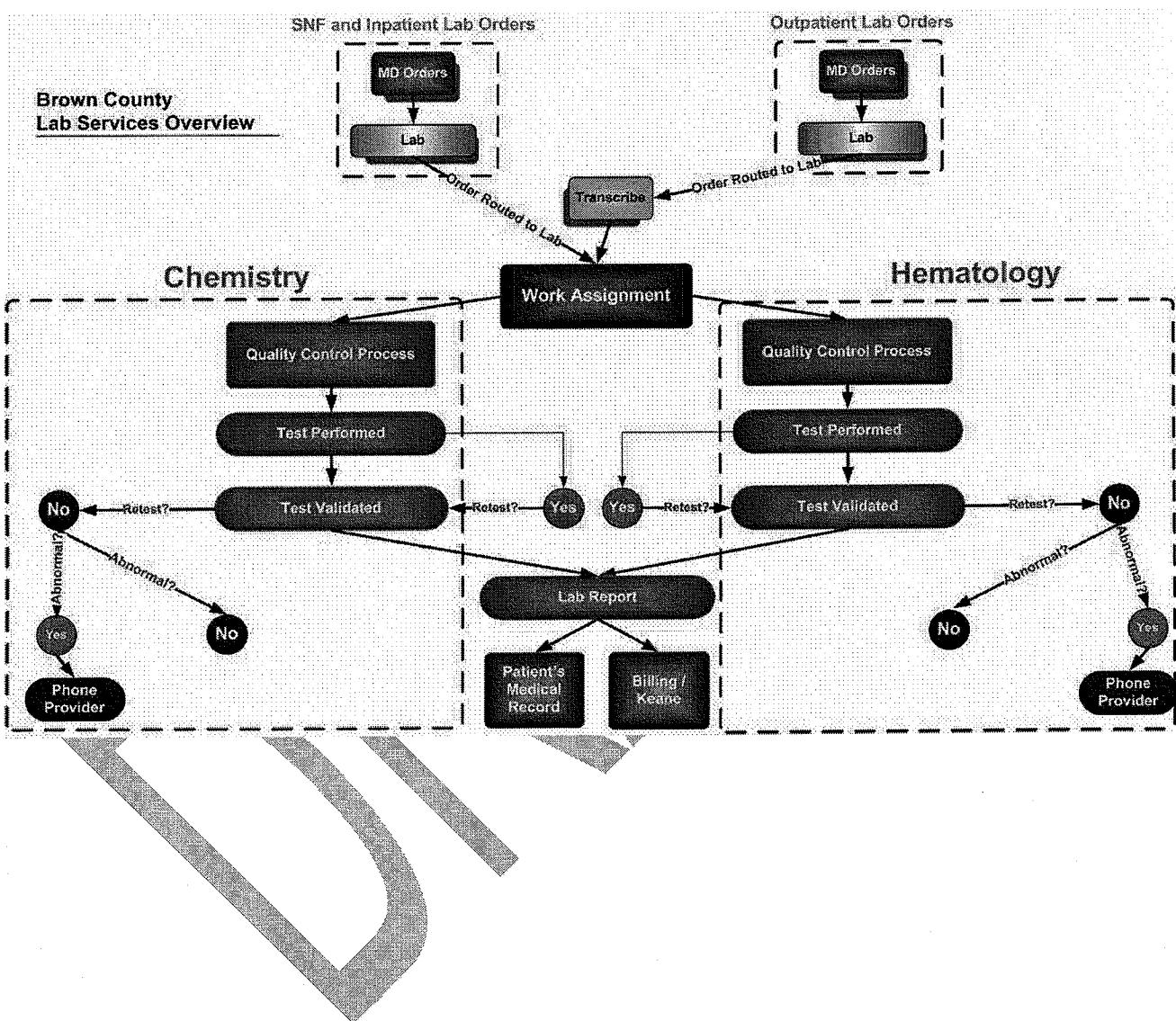
6.2.2 Inpatient Psychiatric Hospital Admission Process Overview



6.2.3 Skilled Nursing Facility Admission Process Overview



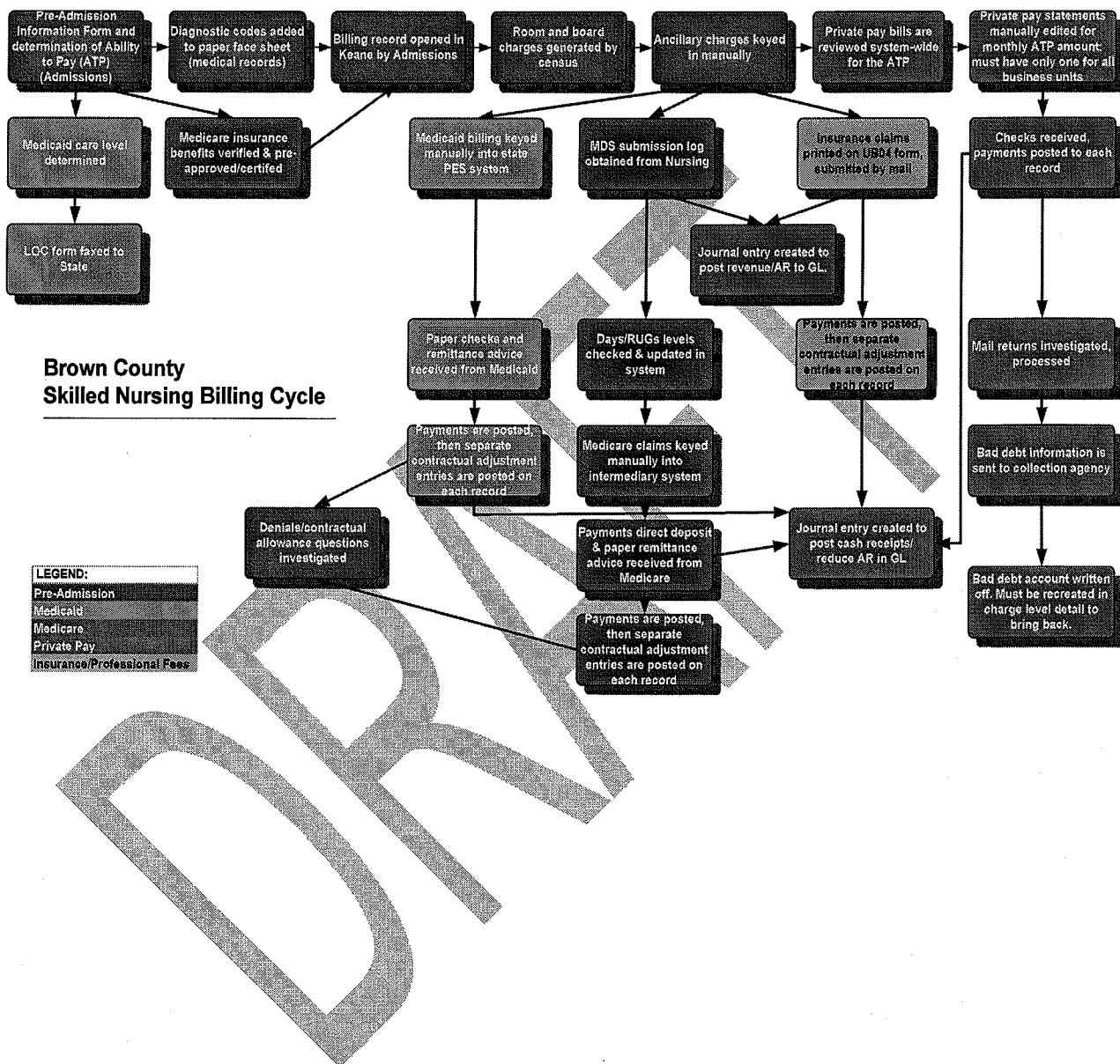
6.2.4 Lab Services Overview



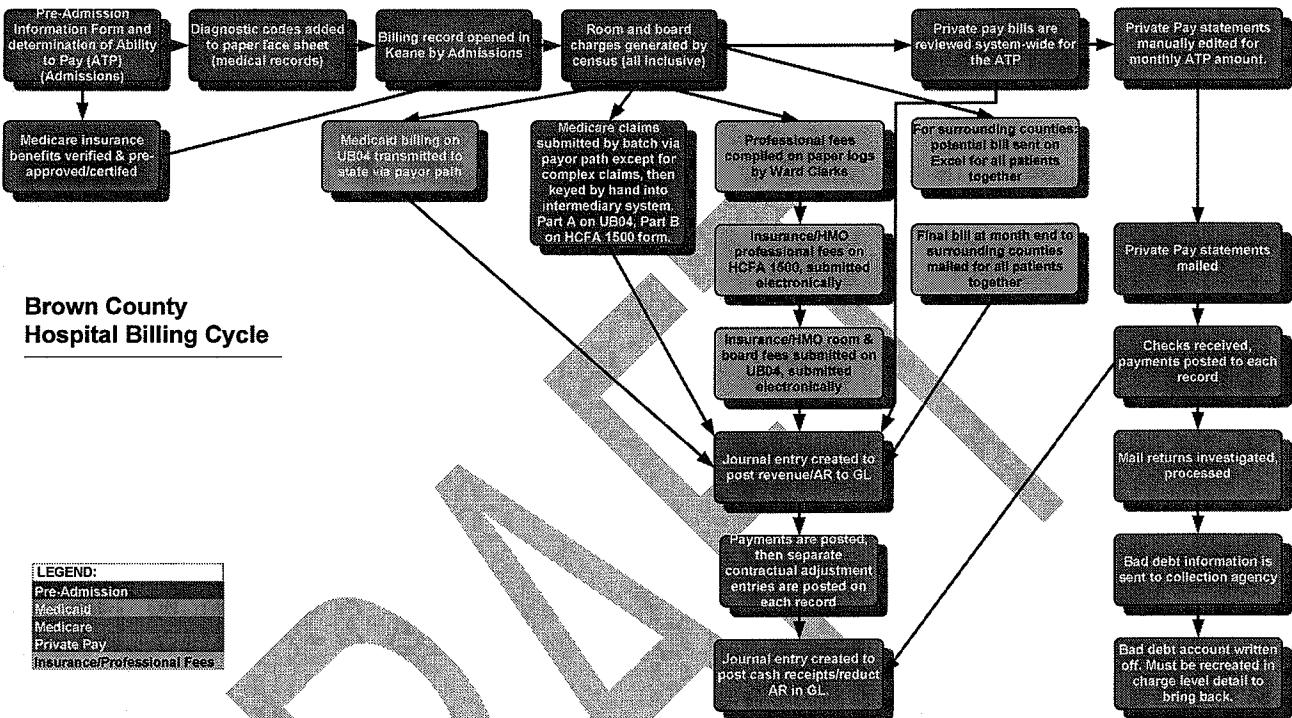
6.2.5 Payors Billing and Type

Payor	%	Billing Format	Dept	Submission Method
Medicare A	Inpatient – 20%, SNF – 15 Med A admits in 2008	UB04/837	SNF/ INPT/clinic	Via PayorPath (Clearinghouse), SNF manually entered into FI (FISS) System
Medicare B	Outpatient – 2% Clinic – 30%	UB04 HCFA (Clinic)	InPatient (Short Stays)	Via PayorPath
WS Medicaid	inpatient – 15%, Outpatient- 30% SNF- 88%	HCFA1500	ALL	Batches currently edited (correct # of units inserted) prior to sending to PES
Private Insurance	Inpatient – 15%, clinic-10%	UB04	ALL	Regular mail
Self Pay	inpatient – 30%, clinic-30%	Invoice/Statement	ALL	Regular mail
County (14)	Inpatient – 20%	Invoice/Statement	OutPatient	Regular mail

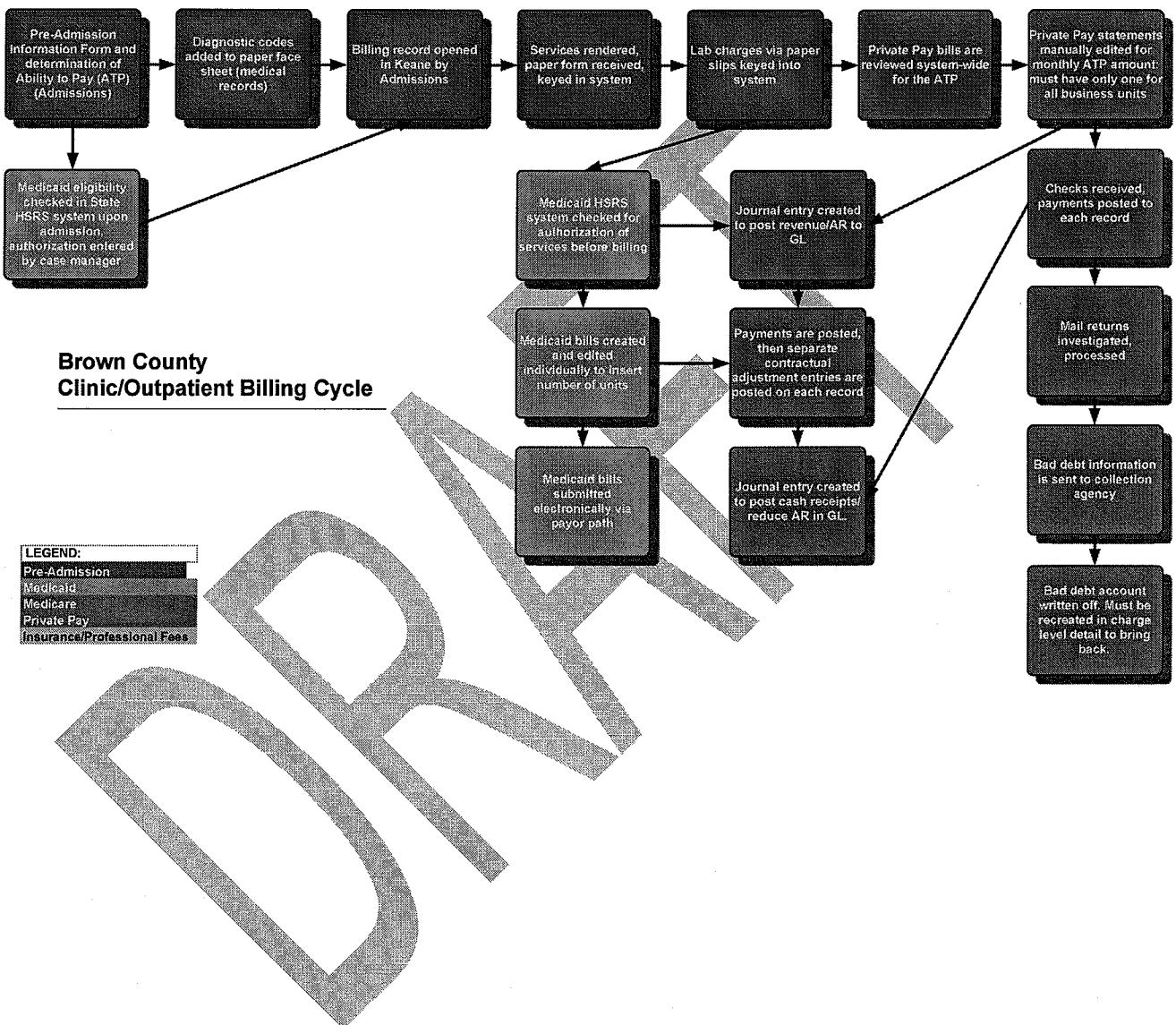
6.2.6 Skilled Nursing Billing Overview



6.2.7 Inpatient Hospital Billing Overview



6.2.8 Outpatient Billing Overview



6.3 Data Conversion

The table below describes the key data tables comprising the Keane System.

File (Table) Name	Description	Current # Records (Rows)	Data Size (Bytes)
MRPDMDX	MR: Data - Medical Record Diagnosis	402,241	25,993,216
MRPDMH	MR: Data - Medical Record History	236,195	184,578,048
MRPDMPR	MR: Data - Procedures	4.1	30,959
PBPDBB	Data - Account Billing History	4.0	1,946,772
PBPWPS	Data - Billing Patient Master Info	4.1	2,488
PIPDCF	Data - Patient Charges.		903,839
PIPDCX	Data - Condition Codes.		204,744
PIPDDX	Data - Diagnosis Codes.		544,378
PIPDIF	Data - Insurance File	4.0	833,729
PIPDPM	Data - Patient Master.	4.0	372,975
PIPDRP	Data - Responsible Parties.		379,398
PIPDTF	Data - Patient Transactions.		837,363
PIPTGF	Table - Guarantor File.		69,715
			33,566,720

Note regarding Patient Master file (PIPDPM):

This file actually contains multiple records for each patient. A new Patient Number (field PMPAT#) is assigned each time a patient is admitted. All records for a given patient are tied together by the Medical Record Number (field PMMRM#). Thus, while we have 372,975 records in this file, there are actually 71,467 different Medical Record numbers (I.E., Patients) represented. There is no corresponding Medical Record Master File.

Note:

"Data Size" includes file overhead and index space, so it is somewhat larger than the calculation of (Record Length) X (# of records).

BROWN COUNTY MENTAL HEALTH CENTER – STATISTICS FOR JULY 2009

ADMISSIONS	July	Year to Date	
		2009	2008
Voluntary - Mental Illness	2	36	65
Voluntary - Alcohol	15	57	60
Voluntary - AODA/Drug	0	11	7
Police Protective Custody - Alcohol	36	275	221
Commitment - Alcohol	0	0	2
Commitment - Drug	0	0	0
Court-Ordered Evaluation	0	0	2
Emergency Commitment- Alcohol	1	1	0
Emergency Detention - Drug	0	0	0
Emergency Detention - Mental Illness	75	551	505
Court Order Prelim. - Mental Illness	0	4	8
Court Order Prelim. - Alcohol	3	8	7
Court Order for Final Hearing	0	5	5
Commitment - Mental Illness	0	0	0
Return from Conditional Release	10	80	116
Court Order Prelim. - Drug	0	0	0
Other	1	6	9
TOTAL	143	1034	1007

ADMISSIONS BY UNITS			
Unit 7 (Adult Acute)	143	1034	1007
TOTAL	143	1034	1007

ADMISSIONS BY COUNTY			
Brown	76	636	634
Door	3	29	29
Kewaunee	4	31	27
Oconto	11	40	36
Marinette	4	32	40
Shawano	6	36	25
Waupaca	2	14	13
Menominee	3	22	28
Outagamie	4	36	35
Manitowoc	21	118	127
Winnebago	1	11	0
Other	8	29	13
TOTAL	143	1034	1007

NEW ADMISSIONS			
Unit 7 (Adult Acute)	56	430	390
TOTAL	56	430	390

READMIT WITHIN 30 DAYS			
Unit 7 (Adult Acute)	26	176	197
TOTAL	26	176	197

AVERAGE DAILY CENSUS	Year to Date	
	2009	2008
Unit 7 (Adult Acute)	15	20
TOTAL	15	20

INPATIENT SERVICE DAYS		
Unit 7 (Adult Acute)	469	4253
TOTAL	469	4253

BED OCCUPANCY		
Unit 7 (Adult Acute) (21 Beds)	72%	96%
TOTAL (21 Beds)	72%	96%

DISCHARGES		
Unit 7 (Adult Acute)	133	1031
TOTAL	133	1031

DISCHARGE DAYS		
Unit 7 (Adult Acute)	532	4659
TOTAL	532	4659

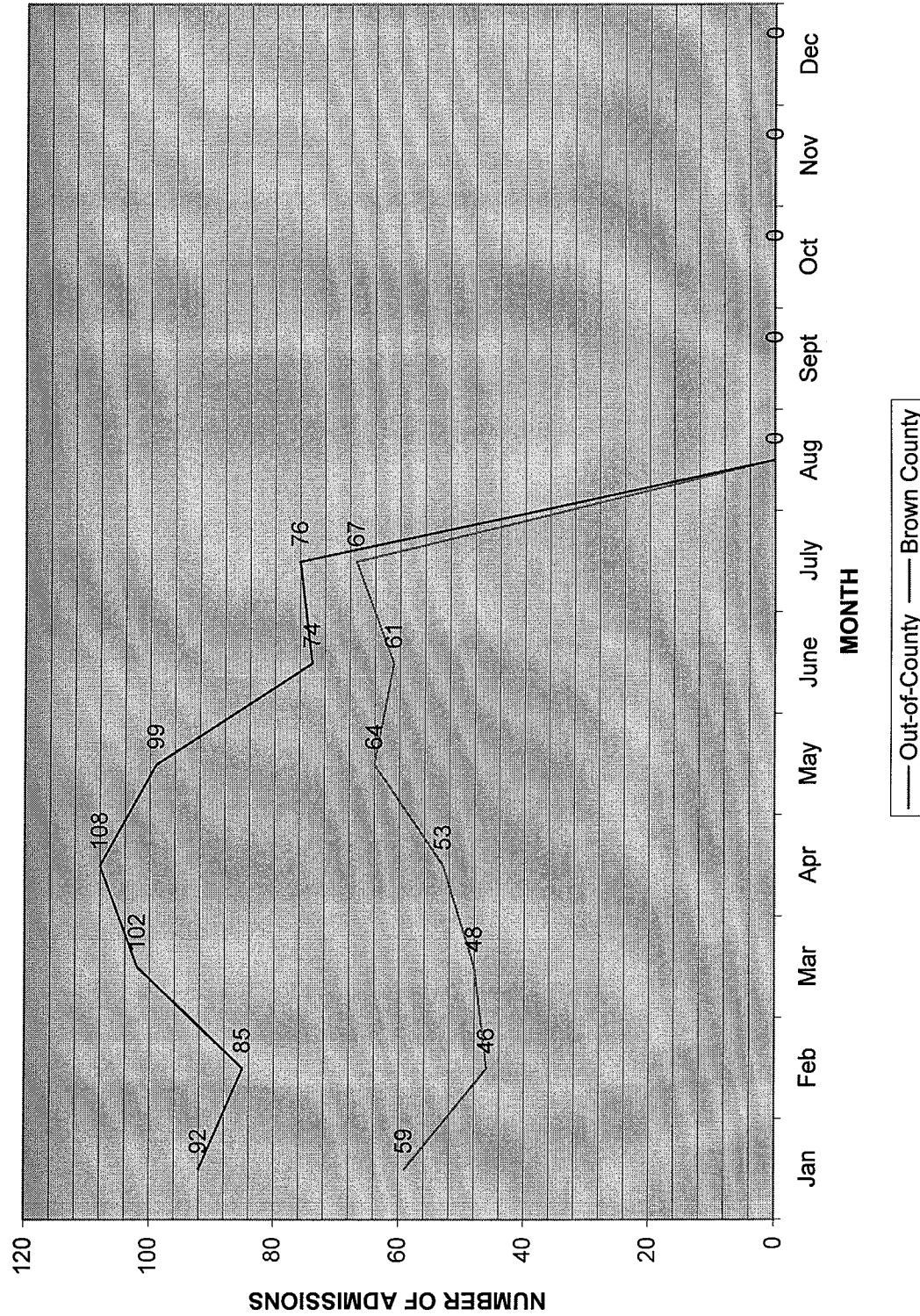
AVERAGE LENGTH OF STAY		
Unit 7 (Adult Acute)	4	5
TOTAL	4	5

AVERAGE LENGTH OF STAY BY COUNTY		
Brown	3	4
Door	15	6
Kewaunee	2	3
Oconto	4	3
Marinette	6	4
Shawano	2	5
Waupaca	14	4
Menominee	5	7
Outagamie	2	4
Manitowoc	4	6
Winnebago	0	4
Other	9	6
TOTAL	4	5

In/Outs	Current	YTD
	17	109

BROWN CO. VS. OUT-OF-COUNTY ADMISSIONS- JAN. through JULY, 2009 -
PSYCHIATRIC HOSPITAL

Unit 7 capped at 28 beds for Out of County beginning 2/14/07



Brown County Health Care
JULY
2009 Statistics

NURSING HOME			
ADMISSIONS	JULY 2009	Yr to Date 2009	Yr to Date 2008
From Unit 7	0	4	8
From General Hospital	1	9	4
From Nursing Home	1	5	6
From Home	0	4	1
From Mental Retardation Facilities	0	0	0
From Residential Care Facilities	0	3	0
Protective Placement	0	4	10
Other	0	0	6
Total	2	29	35
Re-admit from hospital stay (Unit chart was not closed)	0	2	2
DISCHARGES	JULY 2009	Yr to Date 2009	Yr to Date 2008
To Unit 7	0	0	0
To General Hospital	0	1	1
To Nursing Home	1	3	4
To Home	2	2	8
To Alternate Care Programs	0	0	1
To Mental Retardation Facilities	0	0	0
To Residential Care Facilities	0	2	6
Expired	1	15	11
Other	0	2	0
Total	4	25	31
Bed Occupancy Including Payable (Bed Hold Days)	72.9	73.0	74.0
D/C to Hospital (Unit chart not closed)	0	2	0
Total Service Days	JULY 2009	Yr to Date 2009	Yr to Date 2008
ISN - (Intense Skilled Nursing)	124	1177	1500
SNF - (Skilled Nursing Facility)	1524	10160	10107
ICF I - (Intermediate Care Facility)	93	461	427
ICF II - (Intermediate Care Facility)	0	0	0
DDC (Develop Disabled)1A**	62	480	749
Paid Bed Hold Days	0	0	0
Total Payable Days	1803	12278	12783
Unpaid Bed Hold Days	4	105	38
Total	1807	12383	12821
Number days D/C to hospital (not billable)	0	5	21
Average Daily Census	JULY 2009	Yr to Date 2009	Yr to Date 2008
Avg. Census (Payable Days)	72.7	72.4	75.0
(total days/total beds)			
Avg Census (All Days)	73.1	73.0	75.2
(total days/total beds)			
Avg. Daily Census Unit 8 (48 Beds)	35.3	36.5	38.7
Avg. Daily Census Unit 9 (25 Beds)	23.0	21.7	20.8
Total Daily Census (80 Beds)	58.3	58.2	59.5

August 4, 2009

Mr. Tom Eggebrecht
Interim Director of Community Services
Brown County Human Services
111 N. Jefferson St
P O Box 22188
Green Bay WI 54305-2188

Dear Mr. Eggebrecht:

Thank you for agreeing to present this information to the Brown County Board of Supervisors.

I have attached an Excel spreadsheet that shows the daily census in the Adolescent Unit per addendum to the memorandum of understanding. Bellin Psychiatric Center did not transfer any involuntary adolescents to other institutions, nor were any admissions refused in the month of July.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Linda S. Roethle, M.S. FACHE
President

BROWN COUNTY
ADOLESCENT CENSUS
JULY 2009

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Day 1 - 4							
Other				1	1	1	1
Brown County Voluntary			0	0	0	0	0
Brown County Involuntary		0	0	0	0	0	0
Total	Total	Total	1	1	1	1	1
Day 5 - 11							
Other	2	3	2	2	3	4	4
Brown County Voluntary	0	0	0	0	0	0	1
Brown County Involuntary	0	0	0	2	2	3	2
Total	2	Total	3	2	4	5	7
Day 12 - 18							
Other	4	4	3	3	3	2	1
Brown County Voluntary	1	1	1	1	1	1	1
Brown County Involuntary	3	3	2	2	1	1	1
Total	8	Total	6	6	5	4	3
Day 19 - 25							
Other	2	2	4	2	2	3	3
Brown County Voluntary	1	1	0	0	0	0	0
Brown County Involuntary	0	1	1	1	1	2	1
Total	3	Total	4	3	3	5	4
Day 26 - 31							
Other	3	3	2	1	1	1	1
Brown County Voluntary	0	0	0	0	0	0	0
Brown County Involuntary	2	2	2	1	0	0	0
Total	5	Total	4	2	1	1	1

8/4/2009

Reported by:
Bellin Psychiatric Center

//

TO: Human Service Committee Members

FROM: Jill Rowland
Contract & Provider Relations Manager

DATE: August 18, 2009

REQUEST FOR NEW NON-CONTINUOUS VENDOR			
VENDOR	SERVICES	DATE REQUESTED	DATE APPROVED
Lavaque, Peter	Respirator Training	1/7/09	1/21/09
Little Angels Daycare	Childcare	1/12/09	1/21/09
Precious Memories	Childcare	2/12/09	3/18/09
Discover Little Miracles	Childcare	2/12/09	3/18/09
Lenss Construction	Home Modification	2/16/09	3/18/09
Vercauteren, Jeff	Door Repair	2/16/09	3/18/09
Rifton Equipment	Equipment Purchase	2/17/09	3/18/09
Allpro Sign Language	Translator	2/19/09	3/18/09
Haggerty, Pat	Reimbursement	2/19/09	3/18/09
Hallada, David	TBRA Grant	2/20/09	3/18/09
Wheaton Franciscan Health	Lifeline Service	3/19/09	5/20/09
Taylor, Diane J.	Speech Pathology	3/20/09	5/20/09
4 Port	Counseling	3/20/09	5/20/09
Niebler Properties	Rent	4/01/09	5/20/09
Premier Life Enterprises	Equipment	4/09/09	5/20/09
Homeland Security	Services	4/13/09	5/20/09
Ysebaert, Amiee	Foster	4/22/09	7/15/09
New Vision Wilderness	Camp	4/24/09	7/15/09
Erickson Home Medical	Lift Chairs	4/28/09	7/15/09
Johnson, Hollie	Transportation	5/4/09	7/15/09
Watertown Transit	Transportation	5/4/09	7/15/09
Next Level Childcare	Childcare	5/19/09	7/15/09
Parent Team	Childcare	5/26/09	7/15/09
Little Big Gym	Childcare	5/29/09	7/15/09
Baillie, Sanya	Respite	5/29/09	7/15/09
Kobussen Buses	Transportation	6/3/09	7/15/09
Autumn Property Rentals	Security Deposit	6/17/09	7/15/09
State of Wisconsin	Health Service	6/23/09	7/15/09
Holiday House	Work Services	6/25/09	7/15/09
Norton Investments	Rent Payment	7/8/09	7/15/09
Rebman, Eric	Transportation	7/8/09	7/15/09
Moon Beach	Camp	7/9/09	

REQUEST FOR NEW NON-CONTINUOUS VENDOR

VENDOR	SERVICES	DATE REQUESTED	DATE APPROVED
Kindercare	Daycare	7/14/09	
Bergstrom Automotive	Lift Install	7/22/09	
ACR Corporation	Air Cleaner	7/24/09	
Olejnickzak, Randall	Reimbursement	7/28/09	
Ness, Trisha	Reimbursement	8/11/09	
Busy Bee Day Care	Day Care	8/11/09	
Colonial Court Apartments	Rent	8/13/09	

TO: Human Services Committee Members
 FROM: Jill Rowland
 Contract & Provider Relations Manager
 DATE: August 18, 2009

REQUEST FOR NEW VENDOR CONTRACT				
VENDOR	SERVICES	CONTRACT AMOUNT	DATE REQUESTED	DATE APPROVED
BETHESDA Lutheran Home and Services, Inc	PREVOCATIONAL SERVICES	\$12,500	1/7/09	3/18/09
Clinicare Corporation	RESIDENTIAL CARE CENTER	\$36,500	1/12/09	3/18/09
Lyons, Kathleen	APNP SERVICES	\$142,000	1/19/09	3/18/09
Butler Adult Family Home	ADULT FAMILY HOME	\$15,300	2/14/09	3/18/09
Hucek Adult Family Home	ADULT FAMILY HOME	\$9,600	2/14/09	3/18/09
Hietpas Adult Family Home	ADULT FAMILY HOME	\$18,395	2/14/09	3/18/09
Infinity Care Inc	CBRF	\$41,000	2/23/09	3/18/09
Laurent Adult Family Home	ADULT FAMILY HOME	\$11,350	3/9/09	3/18/09
Tremi, Carl Adult Family Home	ADULT FAMILY HOME	\$16,875	3/20/09	5/20/09
Deatherage Adult Family Home	ADULT FAMILY HOME	\$18,500	3/30/09	5/20/09
Lemons Receiving Home	RECEIVING HOME	\$14,141	5/05/09	7/15/09
Schneider, William Adult Family Home	ADULT FAMILY HOME	\$12,900	5/14/09	7/15/09
St. Charles Youth and Family Services	GROUP HOME	\$20,000	5/19/09	7/15/09
New View Industries	DAY SERVICES	\$21,600	5/19/09	7/15/09
Frank Adult Family Home	ADULT FAMILY HOME	\$12,110	7/14/09	

2009 Contract Status Log

8/18/2009 9:56 AM

Agency	Contract Sent	Contract Returned	Original Contract Amount	Amendment #1	Amendment #2	Amendment #3	Amendment #4	Amendment #5	Amendment #6	Updated Contract Amount
A-1 MEDI MOBILE	12/17/08	01/02/09	\$35,078							\$35,078
ADAMS AFH	1/8/09	2/4/09	\$70,906							\$70,906
ADULT CARE LIVING OF NE WI	1/7/09	1/22/09	\$96,378							\$96,378
AFFINITY HEALTHCARE	1/14/09	2/4/09	\$73,386	\$48,270						\$121,656
AGING & DISAB RESOURCE CENTER OF BC	1/22/09	2/2/09	\$36,118							\$36,118
AID RESOURCE CENTER OF WISCONSIN	12/17/08	1/22/09	\$22,500							\$22,500
ALL ABOUT DREAMS, LLC	1/14/09	1/28/09	\$17,192							\$17,192
AMERICAN FOUNDATION OF COUNSELING SER	12/19/08	1/2/09	\$207,856							\$207,856
ANDERSON RECEIVING HOME	12/15/08	12/18/08	\$28,282							\$28,282
ANGELS BY THE BAY DBA VISITING ANGELS	12/15/08	2/17/09	\$67,450							\$67,450
ANGELS TOUCH ASSISTED LIVING	2/16/09	2/17/09	\$884,058							\$884,058
ANU FAMILY SERVICES, INC. (FORMERLY PATH	12/19/08	1/14/09	\$100,791	\$0						\$100,791
ARNOLD RECEIVING HOME	12/15/08	1/2/09	\$37,232							\$37,232
ARTS AFH	12/11/08	12/18/08	\$23,148							\$23,148
ASPIRO INC	1/22/09	2/4/09	\$3,047,539							\$3,047,539
AT HOME ANGELS	1/14/09	1/20/09	\$155,945	\$0						\$155,945
BAIRD HOME	1/21/09	2/4/09	\$258,685							\$258,685
BELLIN PSYCHIATRIC CENTER	2/4/09	3/18/09	\$10,000							\$10,000
BERGER AFH	12/11/08	1/28/09	\$55,355							\$55,355
BETTHESDA	1/21/09	3/12/09	\$12,500							\$12,500
BEYOND ABILITIES	1/16/09	2/9/09	\$1,042,409							\$1,042,409
BIRCH CREEK	1/8/09	2/11/09	\$286,708							\$286,708
BISHOPS COURT	1/8/09	2/11/09	\$531,588							\$531,588
BOLL ADULT CARE CONCEPTS	2/2/09	2/2/09	\$463,044	\$0						\$463,044
BORNEMANN NURSING HOME	12/23/08	1/22/09	\$46,035							\$46,035
BOYS AND GIRLS CLUB OF GB (ends 8/31)	1/6/09	2/4/09	\$86,700							\$86,700
BRAZEAU AFH	12/11/08	1/2/09	\$12,816							\$12,816
BROTOLOC HEALTH CARE SYSTEMS	12/23/08	1/14/09	\$908,049							\$908,049
BRUNETTE AFH	12/11/08	12/18/08	\$25,380							\$25,380
BRUSS SUPPORTIVE COMMUNITY LIVING	1/28/09	2/2/09	\$194,483	\$0						\$194,483
BUSSE AFH	1/20/09	1/26/09	\$104,554							\$104,554
BUTLER AFH	2/9/09	2/9/09	\$15,300							\$15,300
CANDLELIGHT VISION CORP DBA A BETTER CH	12/19/08	1/2/09	\$134,441							\$134,441
CAPELLE AFH	12/11/08	12/18/08	\$55,884							\$55,884
CAPPS/KALISHEK AFH	12/11/08	2/4/09	\$23,376							\$23,376
CARE FOR ALL AGES	1/14/09	1/26/09	\$90,840							\$90,840
CAREGIVERS HOME HEALTH	12/15/08	1/6/09	\$19,572							\$19,572
CARRINGTON MANOR ASSISTED LIVING	1/21/09	2/25/09	\$80,282							\$80,282
CATHOLIC CHARITIES	12/17/08	2/2/09	\$183,600							\$183,600
CBIS	1/21/09	2/6/09	\$213,487	\$0						\$213,487

2009 Contract Status Log

8/18/2009 8:56 AM

Agency	Contract Sent	Contract Returned	Original Contract Amount	Amendment #1	Amendment #2	Amendment #3	Amendment #4	Amendment #5	Amendment #6	Updated Contract Amount
CENTURY RIDGE, INC.	1/14/09	1/30/09	\$170,807							\$170,807
CEREBRAL PALSY INC.	1/16/09	1/28/09	\$1,182,769							\$1,182,769
CHILDRENS SERVICE SOCIETY	12/19/08	1/16/09	\$77,754							\$77,754
CHOICES TO CHANGE INC	12/23/08	1/14/09	\$83,059							\$83,059
CHRISTIANA RESPITE CENTER	1/2/09	2/4/09	\$8,309							\$8,309
CLARITY CARE INC	1/14/09	2/19/09	\$1,683,493	\$0						\$1,683,493
CLINICARE CORPORATION	1/20/09	3/3/09	\$36,500							\$36,500
COMFORT KEEPERS INC	12/15/08	12/22/08	\$360,417							\$360,417
COMMUNITY CARE RESOURCES/PROGRAMS	1/16/09	1/28/09	\$230,147							\$230,147
COMPANION CARE INC	12/15/08	1/2/09	\$95,631							\$95,631
COMPASS DEVELOPMENT	12/23/08	1/6/09	\$993,580	\$0						\$993,580
COUNTRY HEALTHCARE	1/16/09	3/2/09	\$83,863							\$83,863
COUNTRY KIDS INC	12/18/08	1/7/09	\$10,000							\$10,000
COUNTRY LIVING		1/30/09	10/00							\$270,756
CRESTWOOD HEALTHCARE	1/26/09	2/5/09	\$25,500							\$25,500
DEATHERRAGE-VELEKE AFH	4/2/09	4/2/09	\$18,500							\$18,500
DEBAERE AFH	12/11/08	1/16/09	\$66,864							\$66,864
DEER PATH ESTATES, INC.	1/8/09	1/28/09	\$262,138							\$262,138
DELVEAUX AFH	12/11/08	12/22/08	\$27,264							\$27,264
DORN AFH	2/2/09	2/2/09	\$21,685	\$14,400						\$36,085
EAST SHORE INDUSTRIES	12/19/08	1/2/09	\$90,855	\$0						\$90,855
ELSNER AFH	12/11/08	12/18/08	\$30,658							\$30,658
ENCOMPASS CHILD CARE	1/14/09	1/28/09	\$111,776							\$111,776
ENGBERG AFH	12/15/08	1/14/09	\$38,568							\$38,568
ETHAN HOUSE	12/19/08	1/12/09	\$135,142							\$135,142
FAMILIES HELPING FAMILIES	12/17/08	1/12/09	\$10,000							\$10,000
FAMILY SERVICE OF NORTHEAST WI, INC.	O jill 2/25/09	3/4/09	\$2,783,362							\$2,783,362
FAMILY TRAINING PROGRAM		1/8/09	1/12/09							\$255,000
FAMILY WORKS PROGRAMS INC.	12/19/08	1/26/09	\$33,900							\$33,900
FENLON AFH	12/11/08	12/22/08	\$16,932							\$16,932
FRANK AFH		7/29/09	\$12,110							\$12,110
FRIENDSHIP MANOR INC.	1/20/09	2/13/09	\$319,513							\$319,513
G & I OCHS INC.	1/16/09	1/26/09	\$1,010,662	\$0	\$0					\$1,010,662
GAEDTKE AFH	1/7/09	1/26/09	\$164,131							\$164,131
GAUGER AFH	12/11/08	1/14/09	\$31,824							\$31,824
GERI CARE CABIN LLC	1/8/09	1/16/09	\$36,919							\$36,919
GILES AFH	12/15/08	12/22/08	\$43,092	\$0						\$43,092
GJT LLC	12/19/08	1/6/09	\$63,125							\$63,125
GOLDEN HOUSE	12/17/08	1/2/09	\$92,306							\$92,306
GONZALEZ AFH	12/11/08	1/6/09	\$100,104							\$100,104

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Agency	Contract Sent	Contract Returned	Original Contract Amount	Amendment #1	Amendment #2	Amendment #3	Amendment #4	Amendment #5	Amendment #6	Updated Contract Amount
GOODWILL INDUSTRIES	12/17/08	1/14/09	\$48,277							\$48,277
GOODWILL INDUSTRIES DBA BEYOND BOUND(Y)	1/13/09	1/21/09	\$93,362	\$0						\$93,362
GORDON AFH	12/11/08	12/18/08	\$33,816							\$33,816
GRACELAND II LLC	12/19/08	1/6/09	\$137,484							\$137,484
GRACYALNY, SUE	12/19/08	1/30/09	\$64,000	\$0						\$64,000
GRONSETH AFH	12/23/08	1/8/09	\$43,200							\$43,200
HANDISHOP INDUSTRIES INC.	1/2/09	1/12/09	\$10,411							\$10,411
HARMONY LIVING CENTERS LLC	1/28/09	2/2/09	\$54,451							\$54,451
HEARTLAND HOUSE	1/2/09	1/16/09	\$24,255							\$24,255
HIEPTAS AFH	1/22/09	1/23/09	\$18,395							\$18,395
HOEFT AFH	12/11/08	1/12/09	\$38,628							\$38,628
HOME INSTEAD SENIOR CARE	12/15/08	1/2/09	\$461,095	\$0						\$461,095
HOMES FOR INDEPENDENT LIVING	2/4/09	2/5/09	\$4,342,552	\$0						\$4,342,552
HUCEK AFH	1/30/09	1/30/09	\$9,600	\$13,281						\$22,881
IMPROVED LIVING SERVICES	1/14/09	1/21/09	\$625,021							\$625,021
INFINITY CARE INC	3/2/09	3/2/09	\$47,100	\$0						\$47,100
INNOVATIVE COUNSELING(AUTISM)	1/22/09	2/13/09	\$32,566							\$32,566
INNOVATIVE SERVICES	1/8/09	1/8/09	\$8,176,003	\$0						\$8,176,003
INTEGRATED COMMUNITY SERVICES(Oct-Sep)	n/a	8/20/08	\$283,125	\$51,218	\$36,632					\$0
INTEGRATED DEVELOPMENT SERVICES	3/18/09	3/31/09	\$50,000	\$4,997						\$0
INTERIM HEALTHCARE	12/15/08	3/18/09	\$47,159							\$4,997
INTERIM HEALTHCARE STAFFING	12/15/08	3/18/09	\$1,140,235							\$47,159
J & DEE INC.	1/7/09	2/5/09	\$381,445							\$1,140,235
JACKIE NITSCHKE CENTER	12/23/08	1/8/09	\$30,660							\$381,445
KAKUK AFH	12/11/08	1/2/09	\$142,000							\$30,660
KATHLEEN LYONS LLC	1/28/09	2/4/09	\$4,408,000	\$0						\$142,000
KCC FISCAL AGENT SERVICES	1/8/09	1/8/09	\$42,607	\$17,575	\$11,875	\$12,100				\$4,408,000
KINDRED HEARTS	1/28/09	2/11/09								\$84,157
KLECZKA-VOGEL AFH	12/11/08	1/6/09	\$76,080							\$744,236
KLEIN, DR. (AUTISM)	12/19/08	12/23/08	\$273,163							\$76,080
KUSKE AFH	12/11/08	1/2/09	\$56,442	\$2,580						\$59,022
LAMERS BUS LINES, INC.	12/17/08	1/16/09	\$744,236							\$744,236
LAURENT AFH	5/7/09	5/18/09	\$59,873	\$0						\$59,873
LEMONS RECEIVING HOME	6/5/09	6/10/09	\$14,141							\$14,141
LISKA, JOANN	1/2/09	2/2/09	\$4,682							\$4,682
LUTHERAN SOCIAL SERVICES	1/14/09	4/7/09	\$2,017,497							\$2,017,497
LUTHERAN SOCIAL SERVICES-FAMILY PARTNE	12/19/08	1/8/09	\$46,823							\$46,823
LUTHERAN SOCIAL SERVICES-HOMME	1/8/09	2/4/09	\$34,304							\$34,304
MACHT VILLAGE PROGRAMS INC	2/4/09	2/6/09	\$954,024							\$954,024
MALONE AFH	12/11/08	12/18/08	\$46,788	\$20,678						\$67,466

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Agency	Contract Sent	Contract Returned	Original Contract Amount	Amendment #1	Amendment #2	Amendment #3	Amendment #4	Amendment #5	Amendment #6	Updated Contract Amount
MARATHON YOUTH SERVICES	12/19/08	1/16/09	\$15,000							\$15,000
MARLA VIST MANOR ASSISTED LIVING	1/21/09	2/25/09	\$179,444							\$179,444
MCCORMICK MEMORIAL HOME	1/2/09	1/29/09	\$27,358	\$0						\$27,358
MCGARRY AFH	12/11/08	1/26/09	\$17,844							\$17,844
MCCLAREN JACK AFH	12/11/08	1/14/09	\$33,168							\$33,168
MCCLAREN JANETTE AFH	12/11/08	1/12/09	\$68,388							\$68,388
MEDI-VANS	12/17/08	1/2/09	\$147,686	\$0						\$147,686
MELOHN AFH	12/11/08	1/2/09	\$35,664							\$35,664
MILQUETTE AFH	12/11/08	1/2/23/08	\$21,204							\$21,204
MOORING PROGRAMS INC	1/8/09	2/11/09	\$193,026							\$193,026
MY BROTHERS KEEPER	12/17/08	1/2/23/08	\$34,808							\$34,808
NELSON AFH	12/23/08	1/6/09	\$105,744							\$105,744
NEITZEL AFH	1/16/09	1/21/09	\$17,285							\$17,285
NEMETZ AFH	12/11/08	1/2/26/08	\$39,516	\$6,970						\$46,486
NEW COMMUNITY SHELTER*	12/17/08	1/26/09	\$41,004							\$41,004
NEW CURATIVE REHABILITATION	1/28/09	2/4/09	\$1,192,767							\$1,192,767
NEWCAP INC.	12/23/08	1/14/09	\$6,807							\$6,807
NEWVIEW INDUSTRIES	5/26/09	8/3/09	\$21,600							\$21,600
NEW VISIONS TREATMENT HOMES OF WI, INC	1/26/09	2/2/09	\$86,696							\$86,696
NORTHWEST PASSAGE III	12/19/08	1/30/09	\$76,577							\$76,577
NOVA COUNSELING SERVICES	12/23/08	1/28/09	\$97,148							\$97,148
OCONNOR AFH	12/11/08	12/18/08	\$30,888							\$30,888
OPTIONS TREATMENT	1/6/09	1/30/09	\$10,000	\$0						\$40,000
ORLICH AFH	12/11/08	1/6/09	\$61,288	\$18,900						\$80,188
P.A.T.H. (SEE ANU FAMILY SERVICES, INC)	12/19/08	1/14/09	\$0	\$0						\$0
PANTZLAFF AFH	12/15/08	1/6/09	\$70,368	\$19,972						\$90,340
PARAGON INDUSTRIES	12/23/08	1/26/09	\$474,214							\$474,214
PARENTEAU AFH	12/11/08	1/12/09	\$41,316							\$41,316
PATIL, DR.	1/2/09	1/14/09	\$154,635							\$154,635
PENNINGS AFH	12/11/08	1/2/09	\$28,788							\$28,788
PIANTEK RECEIVING HOME	12/15/08	1/2/23/08	\$28,282							\$28,282
PNUMA HEALTH CARE	12/23/08	1/28/09	\$120,003							\$120,003
PREVEA	12/23/08	2/18/09	\$188,312							\$188,312
PRODUCTIVE LIVING SYSTEMS	1/22/09	3/5/09	\$561,735							\$561,735
QUINN AFH	12/11/08	2/16/09	\$21,312							\$21,312
RAVENWOOD BEHAVIORAL HEALTH	1/8/09	3/27/09	\$43,800							\$43,800
REBEKAH HAVEN	12/23/08	1/2/09	\$33,660	\$0						\$33,660
REHABILITATION HOUSE, INC	1/7/09	1/21/09	\$25,500							\$25,500
REHAB RESOURCES	12/23/08	1/6/09	\$188,800							\$188,800
REIS AFH	12/11/08	1/2/09	\$22,560							\$22,560

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Agency	Contract Sent	Contract Returned	Original Contract Amount	Amendment #1	Amendment #2	Amendment #3	Amendment #4	Amendment #5	Amendment #6	Updated Contract Amount
REM-WISCONSIN II, INC.	1/26/09	2/9/09	\$1,699,949							\$1,699,949
SCHAUMBURG, LAURIE	1/2/09	1/22/09	\$15,971							\$15,971
SCHILLMAN AFH	12/11/08	1/2/09	\$21,600							\$21,600
SCHNEIDER WILLIAM AFH	6/1/09	6/1/09	\$12,900							\$12,900
SCHREIBER RECEIVING HOME (Closed eff 6/30)	1/7/09	1/12/09	\$28,282							\$28,282
SEITZ AFH	12/11/08	1/2/09	\$42,792							\$42,792
SKORCZEWSKI AFH	12/11/08	1/26/09	\$18,336							\$18,336
SLAUGHT AFH	12/11/08	12/18/08	\$67,903							\$67,903
SOUTHERN HOME CARE	12/15/08	1/6/09	\$9,000							\$9,000
ST. CHARLES INC.	6/3/09	7/15/09	\$20,000							\$20,000
ST. MARYS HOSPITAL	12/17/08	2/27/09	\$6,062							\$6,062
ST. VINCENT	12/23/08	1/16/09	\$173,392							\$173,392
STARRIDINGER AFH	12/11/08	2/6/09	\$23,376							\$23,376
TANZI AFH	12/11/08	1/2/09	\$64,164							\$64,164
TEIPNER TREATMENT HOMES	12/19/08	1/14/09	\$257,361							\$257,361
TELLURIAN COMMUNITY INC.	1/16/09	1/30/09	\$30,449							\$30,449
TIPLER AFH	12/11/08	12/18/08	\$60,432							\$60,432
TREML, JENNIFER AFH	12/23/08	1/2/09	\$45,060							\$45,060
TREML, CARL AFH	3/31/09	3/31/09	\$16,875	\$9,325						\$26,200
TREMPLEAU CO HEALTH CARE	12/19/08	1/16/09	\$178,633	\$0						\$178,633
VALLEY PACKAGING INC.	12/23/08	1/16/09	\$32,794	\$0						\$32,794
VERBONCOUER AFH	12/11/08	1/26/09	\$19,296							\$19,296
VILLA HOPE	2/9/09	3/2/09	\$1,168,150	\$0						\$1,168,150
WALL AFH (closed 5/1, see Laurent AFH)	12/11/08	12/18/08	\$30,888	\$17,665						\$48,553
WAUSAUKEE ENTERPRISES	12/17/08	1/22/09	\$11,165							\$11,165
WEBER RECEIVING HOME	12/15/08	12/23/08	\$28,282							\$28,282
WEYENBERG AFH	12/15/08	12/23/08	\$97,798	\$0						\$97,798
WILLOWCREEK AFH	1/14/09	1/28/09	\$248,136	\$150,000						\$398,136
WISCONSIN EARLY AUTISM PROJECT	1/22/09	1/28/09	\$578,032							\$578,032
ZAMBON AFH	12/11/08	12/18/08	\$46,380							\$46,380
ZIELKE AFH	12/11/08	1/14/09	\$32,004							\$32,004
ZIESMER AFH	12/11/08	12/18/08	\$77,100	\$0						
TOTAL			\$55,693,216	\$420,834	\$48,507	\$12,100	\$36,950	\$0	\$0	\$56,211,607
2009 Contracts Sent:	193									
2009 Contracts Returned:	193									

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Brown County Economic Support and Community Services
Preliminary Variance Forecast Based on
June 2009 Financials

(Unaudited)

	Monthly Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	Annual Forecast	Variance
Agency Management Division:							
Agency Management	\$ 12,173	\$ 24,944	\$ 117,694	\$ 160,349	\$ 326,262	\$ 212,700	\$ 113,562
Agency Support	191,838	170,929	1,123,564	1,035,369	2,079,124	1,997,650	81,474
Financial Services	80,104	106,212	649,904	674,387	1,380,586	1,393,629	(13,043)
Management & Info. Sys.	117,241	75,052	360,084	450,316	900,633	895,633	5,000
Contract Administration	18,091	19,360	102,835	120,995	246,138	235,635	10,503
Quality Improvement	4,711	15,252	56,961	96,804	198,140	125,166	72,974
Total Agency Management	\$ 424,158	\$ 411,749	\$ 2,411,042	\$ 2,538,220	\$ 5,130,883	\$ 4,860,413	\$ 270,470
Economic Support Division							
Fraud Investigation	\$ 10,846	\$ 13,405	\$ 90,818	\$ 84,770	\$ 173,256	\$ 183,166	\$ (9,910)
Economic Support Unit	86,334	81,785	481,487	506,175	1,025,606	975,028	50,578
Economic Support Certification	130,638	180,632	1,058,197	1,142,526	2,335,395	2,181,558	153,837
Economic Support - Child Daycare	15,387	18,695	119,279	118,264	241,744	241,882	(138)
Sub Total Econ Supp Provided Serv	243,205	294,517	1,749,781	1,851,735	3,776,001	3,581,634	194,367
Economic Support Purch. Serv.							
Child Day Care	\$ 3,590	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EAP Program	25,213	21,257	131,271	127,535	255,069	255,069	-
Interpreter Service	1,889	1,084	8,441	6,500	13,000	16,882	(3,882)
Other Purch Serv.	19,665	17,954	114,923	107,726	215,451	229,846	(14,395)
Sub Total Economic S. Purch. Serv.	50,357	40,295	254,635	241,761	483,520	501,797	(18,277)
Total Economic Support	\$ 293,562	\$ 334,812	\$ 2,004,416	\$ 2,093,496	\$ 4,259,521	\$ 4,083,431	\$ 176,090
Children's Services Division:							
Childrens CCS	\$ 16,513	\$ 21,211	\$ 126,166	\$ 133,913	\$ 273,518	\$ 268,106	\$ 5,412
Adolescent Services	83,468	105,210	646,607	674,987	1,373,552	1,343,214	30,338
Child Protect Services - Intake	57,712	85,321	404,145	541,286	1,107,736	868,290	239,446
Child Protect Services - Ongoing	59,017	81,323	459,238	512,265	1,045,382	968,476	76,906
Child Protect Services - Ongoing	41,644	69,232	318,881	439,216	898,851	677,762	221,089
Shelter Care	47,413	58,646	325,287	371,088	758,653	680,574	78,079

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Brown County Economic Support and Community Services
Preliminary Variance Forecast Based on
June 2009 Financials

(Unaudited)

		Monthly Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	Annual Forecast	Variance
Volunteer Services		16,307	17,109	107,937	106,958	217,610	220,394	(2,784)
Children & Family Support		59,162	70,909	446,526	449,893	920,734	946,672	(25,938)
Sub Total Children Serv Provided Serv		381,236	508,961	2,834,787	3,229,606	6,596,036	5,973,488	622,548
Purchase Services Child & Fam.								
Children and Family Services	\$	22,868	\$ 15,460	\$ 77,066	\$ 92,760	\$ 185,519	\$ 166,015	\$ 19,504
Children's CLTS Waiver		169,589	141,953	770,046	851,718	1,703,435	1,887,622	(184,187)
Children's Autism Program		212,030	146,703	798,811	880,218	1,760,435	2,124,485	(364,050)
Alternate Care		213,600	212,339	1,187,267	1,274,040	2,548,081	2,789,033	(240,952)
Bed Hold		9,427	13,309	80,132	79,856	159,711	159,711	-
Child Abuse		29,146	27,299	152,779	163,794	327,587	327,587	-
Child & Family Incentive Funds		27,335	13,313	137,914	79,879	159,758	275,828	(116,070)
CFS Respite		-	1,667	-	10,000	20,000	20,000	-
Respite Care		18,795	12,500	89,374	75,000	150,000	89,632	60,368
Domestic Violence		3,638	2,087	25,464	12,519	25,037	50,928	(25,891)
Family Based Services		1,320	1,294	7,920	7,767	15,534	15,840	(306)
Family Planning		-	417	-	2,500	5,000	2,000	3,000
Family Preservation & Support		6,008	6,008	36,050	36,050	72,100	72,100	-
Family Training		24,156	22,950	140,291	137,700	275,400	275,400	-
Healthy Families		12,972	18,052	77,831	108,310	216,620	216,620	-
CISN Program		22,749	25,043	117,071	150,254	300,507	234,142	66,365
Kinship Care - Abuse & Neglect		55,470	50,029	327,680	300,175	600,350	600,350	-
Teen Parenting Skills		15,300	15,300	107,100	91,800	183,600	183,600	-
Wrap Around		26,005	25,500	95,548	153,000	306,000	191,096	114,904
Youth Aids		72,686	83,122	507,984	498,732	997,464	1,100,510	(103,046)
Youth Aids Independent Living		6,873	3,663	18,748	21,981	43,963	37,496	6,467
Children's Advocacy Center		-	4,167	50,000	25,000	50,000	50,000	-
DMC Grant		4,156	5,833	21,223	35,000	70,000	70,000	-
Birth to Three		85,755	89,654	440,528	537,927	1,075,854	1,048,294	27,560
Other		62,750	52,936	318,459	317,613	635,226	677,777	(42,551)
Sub Total Children Serv Purchased Serv		1,102,628	990,598	5,585,286	5,943,589	11,887,181	12,666,066	(778,885)
Total Children's Services Division	\$ 1,483,864	\$ 1,499,559	\$ 8,420,053	\$ 9,173,195	\$ 18,483,217	\$ 18,639,554	\$ (156,337)	
Adult Services:								
Adult Intake	\$	27,923	\$ 33,661	\$ 209,030	\$ 212,699	\$ 434,597	\$ 448,596	\$ (13,999)

Brown County Economic Support and Community Services
Preliminary Variance Forecast Based on
June 2009 Financials

(Unaudited)

		Monthly Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	Annual Forecast	Variance
Community Support - COP		82,588	110,797	641,533	707,688	1,443,342	-	1,443,342
Community Support - DD		113,892	136,395	873,836	865,511	1,771,425	-	1,771,425
Information & Assessment		17,443	31,937	189,794	202,719	414,950	421,660	(6,710)
AODA Services		43,804	62,820	328,928	398,293	814,908	670,479	144,429
Community Treatment - MI		182,177	234,994	1,324,792	1,477,080	3,011,693	2,856,770	154,923
Protective Payee		21,236	31,077	163,069	197,149	403,459	344,463	58,996
Community Supportive Services		17,187	25,429	129,470	158,997	323,506	260,914	62,592
AODA/CTP/CSP Support Services		41,074	68,710	262,691	421,700	851,488	795,515	55,973
Personal Care Nurses		28,857	37,440	187,392	235,692	480,858	453,114	27,744
Community Crisis Response Team		6,007	9,766	45,527	61,205	124,640	96,342	28,298
Drug Court		4,375	14,111	21,493	89,939	178,290	89,145	89,145
Sub Total Adult Services Provided Services		586,563	797,137	4,377,555	5,028,672	10,253,156	6,436,998	3,816,158
Purchased Services:								
Elder Abuse Grant		\$ 1,832	\$ 5,222	\$ 7,287	\$ 31,333	\$ 62,666	\$ 62,666	\$ -
Elderly Community Aids/Levy		12,663	7,221	46,745	43,326	86,652	123,624	(36,972)
COP Services		98,379	116,018	388,126	696,109	1,392,217	1,317,104	75,113
COP Administration		2,942	8,137	15,758	48,828	97,655	102,396	(4,741)
COP Waiver Services		415,391	367,060	2,227,416	2,202,361	4,404,721	4,226,989	177,732
Nursing Home Relocations		105,381	84,039	455,337	504,233	1,008,465	1,234,454	(225,989)
Personal Care Assess. & Serv.		(691)	557,751	-	3,346,508	6,693,016	8,808,435	(2,115,419)
PH & Sensory - Community Aids\Levy		5,521	3,425	27,387	20,550	41,099	54,156	(13,057)
CIP II Services		417,128	288,372	1,831,440	1,730,232	3,460,463	3,506,197	(45,734)
CIP 1A Services		362,820	259,483	1,814,645	1,556,897	3,113,793	3,266,969	(153,176)
CIP 1B Services & CSLA		1,373,497	1,098,080	6,654,286	6,588,477	13,176,553	13,924,970	(748,017)
Brain Injury Prg. Services		31,461	27,100	153,520	162,597	325,193	346,772	(21,579)
DD - Community Integration		764,291	599,361	3,837,166	3,596,171	7,192,338	7,275,487	(83,149)
DD Community Aids		39,933	48,050	(6,245)	288,301	576,901	663,653	(87,052)
DD Family Support		7,044	11,808	28,149	70,849	141,998	69,311	72,387
DD - Respite		-	833	-	5,000	10,000	-	10,000
DD - Transition Students		579	10,417	2,852	62,500	125,000	137,933	(12,933)
DD - Advocacy		2,697	2,644	18,879	15,865	31,729	31,729	-
AODA Block Grant		101,103	69,771	458,978	418,625	837,249	944,839	(107,590)
AODA - MHC		36,151	30,642	155,969	183,855	367,710	354,730	12,980
AODA - Community Aids\Levy		63,373	31,637	254,390	189,819	379,637	365,558	14,079
Intoxicated Driver Program		-	4,080	12	24,480	48,960	24	48,936
IV - Drug Abuse Treatment		2,224	7,500	14,859	45,000	90,000	31,030	58,970

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Brown County Economic Support and Community Services Preliminary Variance Forecast Based on June 2009 Financials

(Unaudited)

	Monthly Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	Annual Forecast	Variance
Mi Community Aids Levy	360,081	244,557	1,580,227	1,467,340	2,934,680	3,086,094	(151,414)
Mi Community Aids Levy - MHC CCS Program	178,806	149,607	703,220	897,645	1,795,290	1,673,653	121,637
Mi Diversion Facility	50,987	36,893	246,795	221,361	442,722	543,136	(100,414)
Mi - Block Grant	48,757	52,692	368,282	316,150	632,300	631,340	960
IMD OBRA Reallocations	68,825	59,500	334,377	357,000	714,000	714,000	-
Crisis Respite	52,981	39,990	134,840	239,939	479,877	309,691	170,186
Crisis Stabilization	-	2,400	-	14,400	28,800	-	28,800
Crisis - Waivers	(1,249)	23,390	7,240	140,336	280,671	14,480	266,191
Homeless Shelter Prg.	-	13,833	-	83,000	166,000	-	166,000
Grants	3,417	4,675	23,919	28,050	56,100	56,100	-
Prior Year Expenditures	7,119	24,114	62,402	144,688	289,375	270,267	19,108
Other	1,180	-	(22,067)	-	-	(22,067)	22,067
Sub Total Adult Services Purchases Services	4,614,773	4,290,834	21,827,174	25,745,018	51,490,030	54,126,703	(2,636,673)
Total Adult Services Division	\$ 5,201,336	\$ 5,087,971	\$ 26,204,729	\$ 30,773,690	\$ 61,743,186	\$ 60,563,701	\$ 1,179,485
Total Holding Account	\$ 14,252	\$ -	\$ 99,170	\$ -	\$ -	\$ -	\$ -
Grand Total Expenditures	\$ 7,417,172	\$ 7,334,091	\$ 39,139,410	\$ 44,578,600	\$ 89,616,807	\$ 88,147,099	\$ 1,469,708
Revenues:							
General Property Taxes	\$ 1,639,201	\$ 1,631,261	\$ 9,787,566	\$ 9,787,565	\$ 19,575,129	\$ 19,575,129	\$ -
State Funds	11,897,330	4,920,479	24,407,941	29,526,158	59,049,011	60,327,576	(1,278,565)
Public Charges	78,178	110,401	633,268	662,405	1,324,808	1,283,261	31,547
Intergovernmental Charges	(222,395)	703,637	416,842	4,221,832	8,443,662	5,906,902	2,536,760
Misc. Revenue	104,120	53,103	310,480	318,613	637,226	491,322	145,904
Transfer In	2,500	2,871	29,156	29,824	44,156	30,000	14,156
AODA MHC Transfer	-	3,384	-	20,306	40,612	-	40,612
Total Revenues:	\$ 13,498,934	\$ 7,425,136	\$ 35,585,253	\$ 44,566,703	\$ 89,114,604	\$ 87,624,190	\$ 1,490,414
Net Effect on Fund Balance					\$ (502,203)	\$ (522,909)	\$ 20,706

**Brown County
Community Programs
Budget Status Report**

6/30/2009

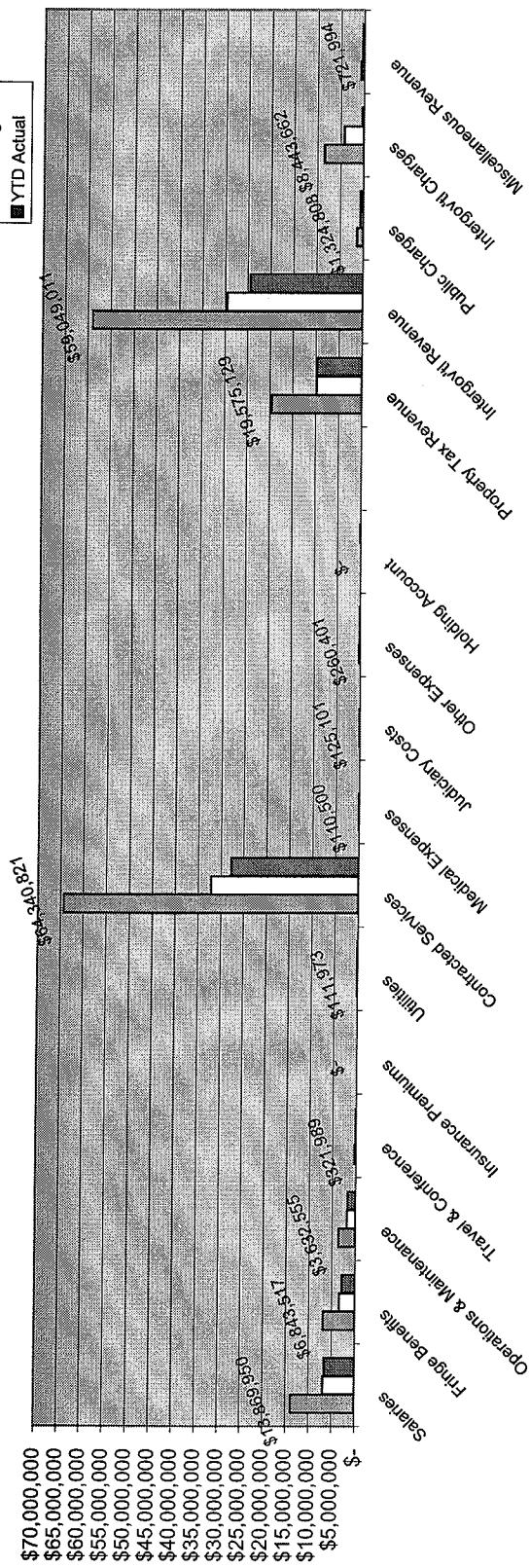
	Annual Budget	YTD Budget	YTD Actual
Salaries	\$ 13,869,950	\$ 6,782,479	\$ 6,514,418
Fringe Benefits	\$ 6,843,517	\$ 3,342,797	\$ 2,828,702
Operations & Maintenance	\$ 3,632,555	\$ 1,816,278	\$ 1,623,472
Travel & Conference Premiums	\$ 321,989	\$ 162,642	\$ 143,975
Utilities	\$ -	\$ -	\$ -
Contracted Services	\$ 111,973	\$ 55,987	\$ 42,145
Medical Expenses	\$ 64,340,821	\$ 32,170,416	\$ 27,730,522
Judiciary Costs	\$ 110,500	\$ 55,250	\$ 4,243
Other Expenses	\$ 125,101	\$ 62,550	\$ 16,833
Holding Account	\$ 260,401	\$ 130,201	\$ 134,930
	\$ -	\$ -	\$ 99,170
Property Tax Revenue	\$ 19,575,129	\$ 9,787,565	\$ 9,787,565
Intergov't Revenue	\$ 59,049,011	\$ 29,526,158	\$ 24,407,942
Public Charges	\$ 1,324,808	\$ 662,405	\$ 633,268
Intergov't Charges	\$ 8,443,662	\$ 4,221,832	\$ 416,842
Miscellaneous Revenue	\$ 721,994	\$ 368,743	\$ 339,636

Notes:

Expenses: All expense categories have a savings. The holding account expenses will be distributed to the appropriate line item.

Revenues: Revenue does not get recorded in the month earned, but lags 1 - 2 months.

Community Programs - June 30, 2009



**Brown County Mental Health Center
Preliminary Variance Forecast Based on
July 2009 Financials**

(Unaudited)

		YTD	YTD	Annual	Annual	
		Actual	Budget	Budget	Forecast	Variance
Expenditures						
Salaries						
Regular Earnings	\$ 3,951,927	\$ 3,950,093	\$ 6,800,867	\$ 6,668,288	\$ 132,579	
STD Reimbursement	(43,585)	-	-	(87,000)	87,000	
Overtime Earnings	358,000	302,027	520,000	616,368	(96,368)	
Total Salaries	\$ 4,266,342	\$ 4,252,120	\$ 7,320,867	\$ 7,197,656	\$ 123,211	
Fringe Benefits						
FICA	\$ 509,252	\$ 1,893,224	\$ 3,259,561	\$ 833,487	\$ 2,426,074	
Accident & Health Insurance	775,917	-	-	1,335,895	(1,335,895)	
Life Insurance	9,698	-	-	16,697	(16,697)	
Dental Insurance	64,749	-	-	111,478	(111,478)	
Disability Insurance	31,998	-	-	55,091	(55,091)	
Retirement Credit	178,077	-	-	306,595	(306,595)	
Retirement	163,616	-	-	281,697	(281,697)	
Workers Compensation Insurance	67,715	-	-	116,585	(116,585)	
Unemployment Compensation	11,710	-	-	20,161	(20,161)	
Total Fringe Benefits	\$ 1,812,732	\$ 1,893,224	\$ 3,259,561	\$ 3,077,686	\$ 181,875	
Operation & Maintenance						
Office Supplies	\$ 9,783	\$ 11,907	\$ 20,500	\$ 16,843	\$ 3,657	
Supplies & Expense	40,471	107,988	185,922	87,679	98,243	
Copy Expense	7,277	6,389	11,000	12,475	(1,475)	
Printing	8,323	12,952	22,300	14,268	8,032	
Dues & Memberships	2,911	2,184	3,760	4,990	(1,230)	
Software Maintenance	-	30,598	52,680	-	52,680	
Bed Assessments	48,000	32,933	56,700	97,800	(41,100)	

Brown County Mental Health Center
Preliminary Variance Forecast Based on
July 2009 Financials

(Unaudited)

	YTD Actual	YTD Budget	Annual Budget	Annual Forecast	Variance
Operation & Maintenance (cont'd)					
Equipment Repair & Maintenance	24,861	10,455	18,000	42,803	(24,803)
Vehicle Repair & Maintenance	1,956	1,510	2,600	3,368	(768)
Cleaning & Housling Supplies	4,579	3,253	5,600	7,884	(2,284)
Gas, Oil, Etc.	369	1,162	2,000	635	1,365
Advertising & Recruitment	6,458	290	500	8,358	(7,858)
Postage	10,296	7,260	12,500	17,650	(5,150)
Equipment Rental	139	3,485	6,000	239	5,761
Books, Periodicals, Subscription	1,586	3,688	6,350	2,719	3,631
Computer Software	8,640	20,619	35,500	14,811	20,689
Information Services Chargebacks	145,999	151,363	260,601	250,284	10,317
Insurance Chargebacks	42,094	41,913	72,161	72,161	-
Indirect Cost	195,309	281,700	485,003	334,815	150,188
Other Miscellaneous	19,085	4,995	8,600	32,859	(24,259)
Equipment - Nonoutlay	-	44,741	77,030	-	77,030
Food	121,529	124,877	215,000	209,237	5,763
Total Operation & Maintenance	\$ 699,665	\$ 906,262	\$ 1,560,307	\$ 1,231,878	\$ 328,429
Travel & Conference					
Travel, Conference & Training	\$ 3,716	\$ 5,808	\$ 10,000	\$ 6,398	\$ 3,602
Total Travel & Conference	\$ 3,716	\$ 5,808	\$ 10,000	\$ 6,398	\$ 3,602

Brown County Mental Health Center
 Preliminary Variance Forecast Based on
 July 2009 Financials

(Unaudited)

		YTD Actual	YTD Budget	Annual Budget	Annual Forecast	Variance
Utilities						
Electric	\$ 16	\$ 87	\$ 150	\$ 27	\$ 27	\$ 123
Gas, oil, etc.	16	87	150	27	27	123
Water & Sewer	98	116	200	168	168	32
Telephone	8,132	4,753	34,000	13,941	13,941	20,059
Other Utilities	19,307	19,748	8,184	30,098	30,098	(21,914)
Total Utilities	\$ 27,569	\$ 24,791	\$ 42,684	\$ 44,261	\$ (1,577)	
Contracted Services						
Temporary Replacement Help	\$ 244,376	\$ 121,683	\$ 209,502	\$ 376,430	\$ 376,430	\$ (166,928)
Professional Services	23,687	23,587	40,610	40,606	40,606	4
Other Contracted Services	1,078,333	1,244,337	2,142,373	1,848,571	1,848,571	293,802
Total Contracted Services	\$ 1,346,396	\$ 1,389,607	\$ 2,392,485	\$ 2,265,607	\$ 126,878	
Medical Expenses						
Medical Supplies	\$ 197,820	\$ 289,293	\$ 498,075	\$ 340,586	\$ 340,586	\$ 157,489
Medical Care	9,286	5,808	10,000	15,988	15,988	(5,988)
Total Medical Expenses	\$ 207,106	\$ 295,101	\$ 508,075	\$ 356,574	\$ 151,501	
Depreciation						
Depreciation - Buildings	\$ -	\$ 2,904	\$ 5,000	\$ -	\$ -	\$ 5,000
Depreciation - Bldg Improve	31,949	31,945	55,000	54,770	54,770	230
Depreciation - Equipment	42,576	89,447	154,000	72,987	72,987	81,013
Depreciation - Land Hold Improve	1,985	3,659	6,300	3,403	3,403	2,897
Total Depreciation	\$ 76,510	\$ 127,955	\$ 220,300	\$ 131,160	\$ 89,140	
Total Expenditures	\$ 8,440,036	\$ 8,894,868	\$ 15,314,279	\$ 14,311,220	\$ 1,003,059	

Brown County Mental Health Center
 Preliminary Variance Forecast Based on
 July 2009 Financials

(Unaudited)

		YTD Actual	YTD Budget	Annual Budget	Annual Forecast	Variance
Revenues						
General Property Taxes	\$ 1,946,254	\$ 1,946,254	\$ 3,336,435	\$ 3,336,435	\$ 3,336,435	\$ -
Public Charges	3,654,113	4,654,793	8,014,147	6,336,276	1,677,871	
Intergovernmental Charges	1,944,235	1,805,317	3,108,211	3,392,386	(284,175)	
Misc. Revenue	331,879	375,551	646,586	581,395	65,191	
Transfer In	-	-	-	-	-	
Total Revenues	\$ 7,876,481	\$ 8,781,915	\$ 15,105,379	\$ 13,646,492	\$ 1,458,887	
Net Income (Expense)	\$ (563,555)	\$ (112,953)	\$ (208,900)	\$ (664,728)		

Brown County
Mental Health Center
Budget Status Report

7/31/2009

	Annual Budget	YTD Budget	YTD Actual
Hospital	\$ 6,350,680	\$ 3,688,615	\$ 3,552,780
Nursing Facility	\$ 7,947,829	\$ 4,616,273	\$ 4,356,476
Ancillary Services	\$ 383,548	\$ 222,773	\$ 204,960
Rental of Space	\$ 221,128	\$ 128,436	\$ 115,629
Billing Services to CTP	\$ 411,094	\$ 238,772	\$ 210,191
 Hospital Revenue	 \$ 7,433,804	 \$ 4,317,716	 \$ 3,466,374
Nursing Facility Revenue	\$ 3,527,612	\$ 2,048,914	\$ 2,028,323
Ancillary Services Revenue	\$ 261,365	\$ 151,807	\$ 122,391
Rental of Space Revenue	\$ 152,453	\$ 88,548	\$ 88,766
Billing Services to CTP Revenue	\$ 393,710	\$ 228,675	\$ 224,373
Tax Levy	\$ 3,336,435	\$ 1,946,254	\$ 1,946,254

Mental Health Center - July 31, 2009

